

SHRM

ANNUAL CONFERENCE & EXPO
LAS VEGAS & LIVE ONLINE
SEPTEMBER 9-12

21

SHRM[®]

BETTER WORKPLACES
BETTER WORLD™

SHRM21 Area Training – September 2021

Edgar Ramirez

Volunteer/ Temporary Staff Coordinator

Welcome and Thank You!

- Introductions
- Objectives / Roles
- Floorplans
- Escalation



Introduction

About me

- Edgar Ramirez: Volunteer/ Temp Staff Event Coordinator
- SHRM21 role: I support the event by scheduling the needs of department leads with Volunteers or Temporary Staff



Bag Stuffing

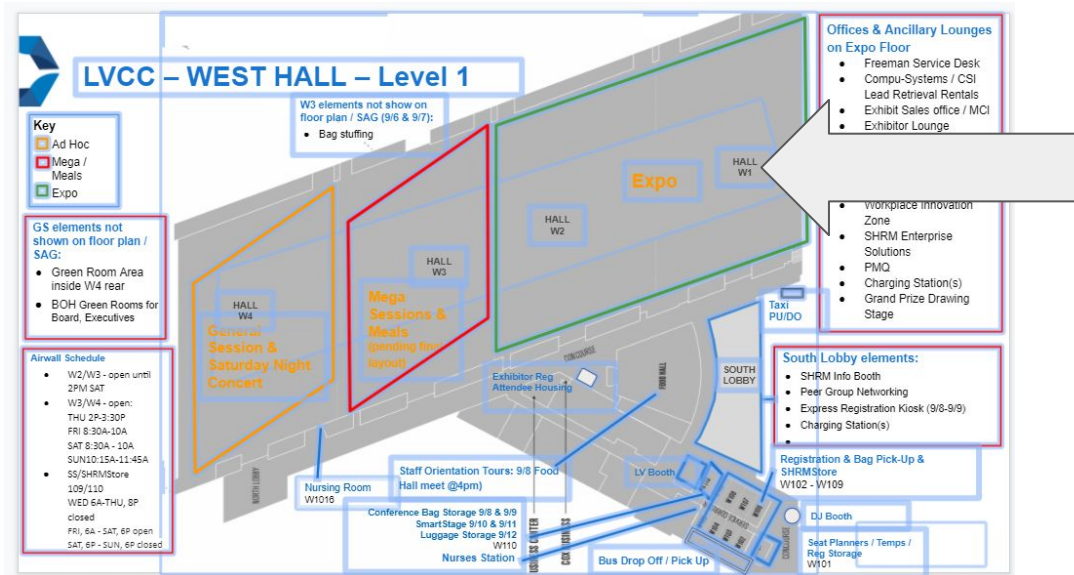
Objective / Roles

- Objectives
 - Ensure all attendees bag pick-up get stuffed with the appropriate materials

Floor Plans

Bag Stuffing

- Bag stuffing will be located at the LVCC West Hall Building (Expo Floor)



Attire

What to wear

- Wear comfortable shoes, wear comfortable shoes, wear comfortable shoes!
- Jeans and shorts are fine for set-up and tear-down on Thursday and Friday and on Wednesday afternoon. It will be warm during set up and packet stuffing, so dress accordingly. Bring layers because, while it will be warm outside, the convention center will be well air conditioned and meeting rooms tend to be cool.

Bag Stuffing

Escalation

- Look for a Team Lead or Volunteer Team Lead we can help you with most solutions

Questions?

Contact Information

- Please email shrm21.volunteer@shrm.com
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**Thank you for your hard work
at SHRM21!**