September 2012

If you think you are too small to make a difference, you haven't been in bed with a mosquito!

For over 70 years, all of Edmonton comes together to ensure that more than 65,000 less fortunate community members are remembered during the holiday season. Our mission statement is a simple one: to provide a festive meal to Edmonton families in need. The objective may be simple but the execution is not. Each year it takes over 9,000 hours for 800 volunteers to accomplish such a feat. It is the selflessness of people like you that reinforces the true meaning of the holiday spirit and makes us proud to call Edmonton home.



Willie Lee, 2012 Campaign Chairman

It is with great honour and excitement that I sit as Chairperson of such an amazing organization. The Christmas Bureau is one of Edmonton's longest serving non-profit organizations. This is made possible by the dedication of the volunteers. As the request for assistance from the community continues, so does the hours and work load of the individuals behind the scenes who give their time and resources. By volunteering, you will be part of a team that provides a festive meal for over 65,000 Edmontonians in need. The commitment of volunteers has been essential in making the Christmas Bureau a success for more than 70 years. Without you, Christmas just wouldn't be as festive for our families.

Brian Gingras, 2012 Volunteer Committee Chair

Winston Churchill once said "You make a living by what you get, but you make a life by what you give." Volunteers not only make the Christmas Bureau a success but they make our community a better place to live. Your gift of time and compassion to your neighbour is remarkable. The time you give on our behalf is truly appreciated. It is an honour to work with such a huge team of dedicated individuals who

continually put others before themselves. Without someone to accept donations, update databases, stuff envelopes or deliver hampers, a festive meal for our 65,000 members of our community would not be possible. Thank you for the endless hours and commitment you have shown over the years.



How YOU Can Be Involved

OFFICE ASSISTANTS (Weekdays, 9 am to 4 pm):

A campaign like this isn't possible without the behind the scenes heroes. Tasks can include answering phones, database entry, certificate stuffing, opening mail and filing. You'll be working out of our main office located at 2nd Floor, 4230 118 Ave, which is conveniently located on a bus route. Tasks are assigned based on your interest and availability. Please note that our office is not wheelchair accessible.

DONATION DESK AMBASSADORS (Dec 1 – 24):

These desks serve as front line ambassadors for information about the Christmas Bureau. Volunteers work in pairs, accepting donations while spreading our festive message. There are six locations across the city: Bonnie Doon Shopping Centre, Commerce Place, Kingsway Garden Mall, Londonderry Mall, Southgate Centre and West Edmonton Mall. If you are a social person who enjoys meeting and talking with people, this is the task for you! Perfect for students, parent/teen partners or seniors. Team Leaders are also required for each location.

HAMPER TASKS (Dec 12, 14 and 15):

Perhaps the busiest but favourite area of involvement for volunteers revolve around the festive hampers. Trucks need unloading, the event site needs setting up, the hampers need packing and delivery to the recipients. If you think you are more brains than muscles, not to worry, there are endless tasks throughout these days to fit every volunteer. Tasks are assigned based on your interest, availability and skill set.

Walk-In Days (set up Dec 21 and operational Dec 22 – 23):

With the 2012 campaign coming to a close, all that remains is the final two Walk-In days. This is the final opportunity for those who need assistance. You'll be needed to help set up the site, greet people, update our client database, assist with the distribution of food certificates, toys and teen gift cards. This is non stop action with tangible rewards. Tasks are assigned based on your interest and skill set.

SPECIAL EVENT ASSISTANTS (throughout campaign):

Are you a creative person with a passion for organizing events? There is always something going on during the campaign that needs your help. Tasks include accepting donations, manning the coat check, and greeting guests. Tasks and time commitment are assigned based on your interest, availability and skill set.



"It takes an entire community to ensure that the tradition of sharing and caring continues and that no one is left behind at Christmas time. With your support, all Edmontonians will have the opportunity to celebrate with a festive meal this Christmas. "

- Kevin Lowe, 2012 Honourary Campaign Chairperson

Join our volunteer family -800 members and growing! Visit www.christmasbureau.ca/volunteer for more details and to apply

An Evening of Celebration

Each campaign year is closed out with an Evening of Celebration where all volunteers are invited to share in the campaign successes. This is an evening where we celebrate your time and commitment to the campaign. Special recognition is given to individuals that exemplify the Christmas Bureau values and who stood out in their campaign contribution.

First Year Volunteer Contribution Award:

Kailey Gleason came to us with a positive attitude, wonderful initiative, a giving spirit and a strong understanding of the Christmas Bureau mission. Kailey's ability to organize our fundraising database was priceless and created a much smoother, efficient way of completing the tasks at hand.

2011 Outstanding Volunteer Awards:

Marcia Bowkett has been with the Christmas Bureau for 12 years. A master in the count room, Marcia is always able to keep us in balance. She arrives early, stays late and always has a smile on her face. Marcia is passing on the Christmas Bureau tradition to her Grandchildren who deliver hampers with her every year.

Narmin Hassan-Clark should be known as our recruitment specialist! It amazes us how many people she introduces to our volunteer program each year. Always scheduled somewhere, Narmin could be found manning donation desks, packing hampers and working at Walk-In Days.

Harold McKim has a true and complete understanding of commitment and volunteerism. When you agree to do something, you do it! Harold was an invaluable Team Leader at Bonnie Doon Shopping Centre which required him to be on call throughout the month of December. With his help, this mall was a huge success!

2011 Chairman's Award:

Lucille Gans is a great ambassador of our organization, quietly promoting the values and mission of our campaign. Lucille could be seen in almost every area of the volunteer program and in her spare time she was a Team Leader of Londonderry Mall! Lucille is always positive, a forward thinker and a great contributor to the volunteer program.

Kevin Lowe Awards:

Andrew Hladyshevsky has been a key figure at the Christmas Bureau for over 17 years. Going above and beyond the call of duty, Andrew organizes an annual event that is attended by more than 600 people. He gives his time, his humour and his enormous heart each year.

Dick Frenz is an amazing mentor to both staff and volunteers and is always willing to look at how things can be done better. Dick is "leadership by example". He started as a Donation Desk Ambassador and for the past two years served as the Chairman for the Board of Directors. There is not a volunteer role that he has not filled during his years of service.













This year's Evening of Celebration will be held on January 24. All volunteers are invited to celebrate and be appreciated.

Dates To Remember

October 2012

Now accepting volunteer applications 19 – Edmonton Comedy Festival Fundraiser

November 2012

13 – Media Campaign Launch
17, 24 – Cookie Decorating Londonderry Mall
17, 24 – Cookie Decorating Southgate Centre

December 2012

- 1 Mall Donation Desks Open
- 1 Cookie Decorating Southgate Centre
- 12 Hamper Food Truck Unloading
- 14 Turkey Transfer and Hamper Packing
- 14 Faceoff Against Hunger Luncheon and Auction
- 14 Caroling at the Winspear
- 15 Hamper Delivery
- 18 Christmas Bureau Breakfast
- 21 Walk-In Day Set Up
- 22 Walk-In Day One
- 23 Walk-In Day Two
- 24 Mall Donation Desks Close 2:00 pm



Details for these dates can be found at www.christmasbureau.ca

Thank You To Our 2011 Volunteer Program Sponsors

- Accent Restaurant & Lounge **Acklands Grainger** Amiskwaciy Academy Aramark Refreshment Services Bear Mountain Coffee - Southgate **Bee-Clean Building Maintenance** Bonnie Doon bowling Lanes Boston Pizza (Groat Road) Café Supreme - Londonderry Capital Transport Ltd. Chop Steakhouse & Bar **Citadel Theatre** City of Edmonton – Community Services Comer, Eve Company's Coming Publishing Ltd Cookies by George - Kingsway **Costco West Edmonton Culligan Water Darefoods Limited** Devonian Botanic Garden Earl's Kitchen & Bar – South Common
- **Edmonton Police Service** Ewanchuk, Angie Free Will Players Gans, Lucille **Highlevel Diner** Hudsons Canadian Tap House **ION Print Solution** Imark Events Impark K-Bro Linen Systems Inc. King Stamp & Sign Mary Brown's Chicken - Millwoods **Mayfield Dinner Theatre** McDonald's Restaurants of Canada Ltd McEwen's Esso Moxie's Classic Grill Old Spaghetti Factory Packrat Louie Kitchen & Bar Purdy's Chocolates - Kingsway **Rabbit Hill Snow Resort**
- Royal Alberta Museum Salvation Armv 630 CHED Santas Anonymous Scouts Canada Sears Canada Ltd. - Kingsway Sicilian Pasta Kitchen Snow Valley Ski Club Something Good Ice Cream and Yogurt – Bonnie Doon St. Andrews Centre Starbucks Coffee – WEM Sunterra Quality Food Markets The Blue Pear The Free Press Bistro Theatre Network at the Roxy Ukrainian Cultural Heritage V illage Unisource Canada Inc. Vertically Inclined Zaika Indian Bistro Bar

We gratefully acknowledge Servus Credit Union for its generous donation of office space for the past 15 years.

Visit www.christmasbureau.ca/volunteer for more details and to apply 200, 4230 118 Avenue Edmonton, AB T5W 1A4 Office: 780-414-7682

