



Third Space Documentary Thursday Volunteer

~3.5 hours

6pm-9:30pm

On the day of volunteering:

6pm

Arrive at Third Space. Assist Program Manager in setting up space, including:
Clearing any items from tables.
Rearranging tables and chairs
Setting up projector, speaker, and all A/V equipment.

6:30pm

Guests begin to arrive.

6:45pm

Program Manager will introduce film and guest speaker and start the film. Turn off lights as film begins. Enjoy the Documentary!

When film concludes (~8:15pm):

Turn on low lights for discussion. Guest Speaker will facilitate discussion around the film topic.

After discussion concludes (~9pm):

Put away all A/V equipment. Move tables and chairs back to original setup.