



Galveston County
FOOD BANK

houston**foodbank**
Partner

THE HAUNTED WAREHOUSE VOLUNTEER OPPORTUNITES!

 **DETAILS** 

SIGN UP HERE



 **WHEN:** Saturday, October 18, 2025 9:00 AM - 10:00 PM

 **WHERE:** GCFB Admin Building 213 6th Street North, Texas City, TX 77590

 **WHAT:** Join us for the **6th Annual Haunted Warehouse** fundraising event!

✨ We'll kick things off with a **Community Craft & Resource Fair - FREE to the public** - before doors open to the main attraction: the **terrifyingly unforgettable Haunted Warehouse** 🎃

Open to all volunteers (excluding court-ordered)

Note About the Form

You will be asked for your basic information (name, date of birth, and address) multiple times on this form. We've combined the:

- Volunteer Sign-Up Form
- Volunteer Liability Waiver
- Release for Criminal History Background Check
- into one convenient form—but we still need to file them separately on our end.

Thanks for your patience as we balance ease and compliance.

 Join our Facebook group:

 The Haunted Warehouse by GCFB for updates, reminders, and announcements.

Important Details

👤 **Ages 14+** with **parent approval** on waiver/background check

- Children starting 11 years are able to participate with a family member or guardian.

🚫 No one without a current **waiver & background check** will be allowed into the building past the main entrance

Event Day Protocol

 Volunteers must **check in at the designated area**.

 Only those with **Haunted Warehouse volunteer name tag or wrist band** will be allowed past the main entrance.

 **All positions are first come, first served.**

 **Light refreshments** will be provided.

 We **strongly suggest** volunteers bring a **reusable cup with a handle and lid** to help keep drinks cold and avoid mix-ups.

 We'll have **zip ties available** to attach your **name to your cup** at check-in.

 Feel free to bring a lunch—we've got a **fridge** for small lunch bags

 During the event:

- Full house lights will be used for **restroom breaks** and **shift changes**
- Be prepared: the warehouse is **not temperature controlled** (it gets **HOT**) and will be **LOUD**  
-  **Closed-toe shoes with backs are required for all volunteers.**

The Warehouse Rules

 **No food or drink** (except **bottled water**) allowed in the warehouse during Haunt.

  **No climbing** on any structures or pallets.

 **No slime, liquid, or fake blood** substances allowed in the warehouse.

 **No extension cords** run across walkways.

 **No live animals** allowed in the warehouse as part of the décor or act.

 **No writing** directly on structures, boxes, or food items in the warehouse.

 **No opening or taking food items** out of bins/boxes in the warehouse.

 **Do not enter or bypass blocked-off areas** of the warehouse.

 **No real weapons** allowed

 **No simulated gun violence**, or any **religious, political, or cultural bashing**.

 **Closed-toe shoes with backs are required for all volunteers - no exceptions.**

Information Table (Available Shift 9am - 1pm)

- Responsibilities:
 - Assist with setting up road barriers to close street.
 - Check in vendors and food trucks, direct to designated locations.
 - Follow up with vendors and food trucks to remove vehicles by 11am.

🕒 Note: This is a morning shift before the event begins.

Assist with booth set up (Available Shift 9am - 1pm)

- Responsibilities:
 - Using provided map assist with showing vendors, non-profits and food trucks location of designated spot.
 - Assist with carrying items to their designated setup locations.
 - Open and close blockade to allow vendors and non-profits access spot.
 - Assist with setting up road barriers to close street.

🕒 Note: This is a morning shift before the event begins.

Assist with booth take down (Available Shift 2pm - 5pm)

- Responsibilities:
 - Help vendors/non-profits break down booths and pack up items
 - Assist with folding tables, stacking chairs, and taking down canopies
 - Do not escort anyone to their vehicle
 - Assist with taking down street barriers.

Food Drive Helper (Available Shifts 12pm - 2pm; 2pm - 4pm)

- Responsibilities:
 - Help community members unload food donations from their vehicles.
 - Thank donors and answer basic questions.
 - Keep the donation area clean and organized.

📍 There will be a designated drop-off zone for donations at the event.

Touch-A-Truck Outreach Volunteer (Available Shifts 10am - 12pm; 12pm - 2pm)

Help us promote the Haunted Warehouse by representing us at a community event!

- Responsibilities:
 - Stand near our parked Food Bank truck at the **Touch-a-Truck City of Texas City Event (off-site on 6th street in Texas City)**
 - Greet families and hand out flyers about the Haunted Warehouse
 - Answer basic questions and encourage attendance
 - Costumes are optional for this task (give us your idea).

📍 This opportunity takes place at a separate location from the Haunted Warehouse.

⚠️ **Volunteers must be 18+, or attend with a parent/guardian** - minors **cannot participate alone.**

☂️ You are welcome to bring a **personal umbrella for shade.**

💧 Don't forget to **bring water** - you'll be off-site.

Floater (Available Shifts 12pm - 2pm; 2pm - 5pm)

Be our flexible helping hand during the event! Floaters help fill in where support is needed most.

Responsibilities may include:

- Helping with Food Drive collection.
- Assisting with booth take-down.
- Supporting the Volunteer Check-In table.
- Providing general assistance throughout the event.

🌀 This role may shift during the event, so flexibility is key.



ROLES & RESPONSIBILITIES

Please read through the available roles before selecting your shifts in the next section. You'll be asked to choose one role per time slot. This helps us avoid scheduling conflicts and ensures the event runs smoothly.



All costumes and characters must be approved by Development Director Julie.

Available Shifts for the following volunteer opportunities:

- 12pm - 2pm
- 2pm - 4pm
- 4pm - 6pm
- 6pm - 8pm
- 8pm - 10pm

Haunted Warehouse Door Attendant

Help guests enter safely and keep traffic flowing.

- Greet guests, share safety reminders, and direct them to the waiting area
- Notify the Tour Guide team when groups are ready

 **Scary costumes are encouraged** to help set the tone for the Haunted Warehouse experience. Keep them **light and breathable**.

Haunt Entry Guide

- Welcome guests **inside** the Haunted Warehouse and help manage their experience.
- Greet and prepare attendees, share safety reminders, and notify the Tour Guide team when groups are ready.
- Gauge the group's vibe and coordinate with scare actors if the tone needs to be adjusted.
- Perform scary, impromptu acting as needed to enhance the experience.

 Scary costumes are encouraged. Keep them **light and breathable** for comfort inside the warehouse.

 This role involves a lot of walking - **wear comfortable, closed-toe shoes with backs.**

Volunteer Check-In Attendant

Help check-in your fellow volunteers.

- Check in volunteers, hand out wristbands, confirm forms, and direct them to their assigned roles.
- Answer basic event questions and verify that anyone entering the GCFB building has a wristband or volunteer badge.

 **Family-friendly costumes are welcome.** Keep them **light and breathable**.

Photographer

Capture the event in action!

- Take photos of the crowd, vendors, volunteers, people in costume, and (as appropriate) inside the Haunted Warehouse.
- Upload photos prior to leaving the event using Google Photos.

 You will use your own camera or smartphone.

 Volunteers must download the **Google Photos app** (prior to starting shift) to upload their images to our shared folder.

 **Family-friendly costumes are welcome.** Keep them **light and breathable**.

Actor

Be part of the scare!

- Stay in your assigned scene or area.
- Perform scary impromptu acting.
- Stay in character until the entire group has passed.
- Remain in character throughout your shift.
- Follow scare timing and safety guidelines.
- Do not touch guests or leave your area.

Inside Crew (During Event)

- Assist with new volunteers entering the building and direct them where to go.
- Restock restroom supplies as needed.
- Wipe down surfaces between shifts.
- Sweep common areas and the conference room.
- Take out trash or report full bins to staff.
- Make name tags for volunteer cups as needed using provided zip ties and markers.
- Help refrigerate food or bring out refreshments as needed.

Haunted Warehouse Clean-Up Crew (10/19/25)

Responsibilities include:

- Take down and fold tarps
- Pack decorations neatly into totes for storage
- Remove all décor from the main warehouse areas
- Sweep warehouse floors
- Clean and restock restrooms
- Sweep & mop the conference room

 Safety Requirement:

 Closed-toe shoes are **REQUIRED** to enter the warehouse - no exceptions.