Myths and Legends 2019: There and Back Again

Volunteer Orientation

A Shiny Garden Event
Who organizes MALCon?

Shiny Garden!

We are a 501(c)(3) nonprofit, established in 2016 with the purpose of creating inclusive events that celebrate diversity and bring all fans together.
MALCon 2019 - Date, Location

• Friday August 9 - 11, 2019
• Radisson Denver-Aurora at 225 & Parker

• Please note! There is another Radisson in Aurora, so be prepared for confusion when talking to people online.
# MALCon Through the Ages...

<table>
<thead>
<tr>
<th>Year</th>
<th>Location</th>
<th>Fandoms</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>2013</td>
<td>Sheraton DTC</td>
<td>Harry Potter, LOTR, Doctor Who (50th anniversary), Firefly, MLP, Pirates</td>
<td>Massive flooding in northern Colorado</td>
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<tr>
<td>2014</td>
<td>Tivoli, then Ramada Northglenn</td>
<td>Harry Potter, LOTR, Doctor Who, Firefly, MLP, GOT</td>
<td>Changed venues 2 weeks before con, I-25 closed on Saturday, conflict with DragonFest and Klingons ST house visit. Planetarium. Special Guest, Rashaad Santiago.</td>
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<tr>
<td>2015</td>
<td>Ramada Northglenn</td>
<td>Harry Potter, LOTR, Doctor Who, Firefly, GOT/ASOIAF, Supernatural</td>
<td>1st year of Peeta moving around. Stant Litore, Brian (Draco &amp; the Malfoys), Vivian Caethe</td>
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<tr>
<td>2016</td>
<td>Ramada Northglenn</td>
<td>Harry Potter, Doctor Who, Supernatural, Firefly, GOT/ASOIAF, Dresden Files (“And more”)</td>
<td>GOHs Jim Butcher, Doubleclicks, Peri Charlifu. Special Guest, SJ Tucker</td>
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<tr>
<td>2017</td>
<td>Ramada Northglenn</td>
<td>Harry Potter, Firefly, Lord of the Rings, Doctor Who, Supernatural, Dresden Files, and Game of Thrones</td>
<td>Jacqueline Carey, Marian Call, Jim Humble</td>
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<tr>
<td>2018</td>
<td>Hyatt DTC</td>
<td>MALCon and Westercon</td>
<td>Combined year with Westercon 71, July 4th weekend. 11 GOHs</td>
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<tr>
<td>2019</td>
<td>Radisson Denver-Aurora</td>
<td>Harry Potter, LOTR, Dr Who (50th anniversary), Firefly, GOT/ASOIAF</td>
<td>Final year.</td>
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2019 Guests of Honor

Chaz Kemp – Artist Guest of Honor

Leslie Hudson – Music Guest of Honor
2019 Guests of Honor

David J. Peterson – Linguistic Guest of Honor

Veronica Calisto – Maven of Ceremonies
What does the new hotel look like?
What does the new hotel look like?
Vendor Room: Vendors, Authors Nook, Art Show

**Author's Nook**
- Aces High, Jokers Wild
- Colin Heintze
- Grant Street Publishing
- R. M. Williams
- Zenith Star Publishing
- Root & Branch
- The Scarlet Derby
- Turtle Monkey Books
- Wandering Jotun Crafts

**Art Show**
- It's Just So You / Dragon's Eye Designs
- Wings Charms & Things
- Local Hero Press
- Forest Rose
- D. X. Varos
- Funkmaster Lovecraft Studios
- Winterhaven Jewelry
- Whimsical Whiskers
- 2 Wyrd Sisters / ChronoHoard
- Dryad Tea
- Fabriquewerx Studios

**Time Well Spent Games**
- Stant Litore / Green Griffin Press
- Rockhound Studio / Beauty and the Beads
- The Mad Tatter
- Out in Colorado Fiction Writers
- Veronica Calisto / R.J. Rowley
- Ashelon Publishing

**ICER Fine Art**
- Rabbit Tales
- Gathering Splinters
- Richard Friesen / Peter Sartucci

**Interplanetary Designs**
- Entrance
- Thrifty Gryphon
- Vendor Coord.

**Entrance**
## 2019 Hours of Operation

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<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
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<tbody>
<tr>
<td>Convention Hours</td>
<td>5:00PM - Midnight</td>
<td>9:00AM - Midnight</td>
<td>9:00AM – 4:30PM</td>
</tr>
<tr>
<td>Registration Hours</td>
<td>3:00PM – 9:00PM</td>
<td>8:30AM – 8:00PM</td>
<td>8:30AM – 5:00PM</td>
</tr>
<tr>
<td>Vendors &amp; Art Show Hours</td>
<td>(Vendors loading in during day) 5:00PM – 9:00PM</td>
<td>(9AM Vendors in) 10:00AM – 8:00PM</td>
<td>(9AM Vendors in) 10:00AM – 4:00PM (10AM-12PM Art Show, 12PM-4PM pay and pick up)</td>
</tr>
<tr>
<td>Volunteering Hours</td>
<td>4:30PM – 10:00PM</td>
<td>8:30AM – 10:00PM</td>
<td>8:30AM – 5:00PM</td>
</tr>
<tr>
<td>Silent Auction Hours</td>
<td>5:00PM – 8:00PM</td>
<td>9:00AM - 7:00PM</td>
<td>10AM-12PM, 12PM-4PM pay and pick up</td>
</tr>
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Volunteer Information

• When you arrive onsite: check-in at the Volunteering desk in Ops
  o Ops will be the central hub of information
  o While on shift, please make sure your “Volunteer” lanyard and con badge are visible
  o Please return your lanyard when you are done (end of con is fine)

• Volunteer & VIP break room
  o There will be drinks and food
  o Please help us keep the breakroom tidy
  o You are welcome to bring something to share, but please include a list of ingredients
  o Be cool with any GOHs there; they may need downtime, not fan time
Volunteering Info Pt 2

• All con volunteers doing 12+ hours get a free shirt, free access to the hospitality lounge, and invite to the post-con party Sunday of con.
• We encourage you to wear costumes/cosplay!
• Please keep your badge and lanyard visible
  ○ Take off lanyard when not on duty
• Cover your private bits
• Wear comfortable shoes and undergarments
  ○ Chafing isn’t fun and neither are sore feet
• If you are working 12+ hours and have gotten a shirt you are welcome to wear it for the convention
What will I be doing? pt 1

• Registration
  o Attendees who pre-registered will be on a list, look up their name/email/phone number to find their badge(s)
  o Assist attendees in purchasing badges
    ▪ Cash, credit, or check
  o Good customer service
  o Take money for Silent Auction purchases

• Merch
  o Financial transactions for merchandise - MALCon, WhimsyCon, HexaCon
    ▪ Cash, credit, or check
  o Good customer service
  o Inventory tracking

• Art Show and Vendor Room
  o Assist vendors as needed throughout the convention
  o Handles transactions related to buy-it-now and winning bids
    ▪ Cash, credit, or check

• Guests - Unassigned; if Nikki/Billy/Julie/Heather/Dwight ask, please help
  o Make sure guests have what they need
  o Get them to and from panels, manage any lines, answer questions, and assist where needed
What will I be doing? pt 2

• Safety
  o Float around the convention. Be visible.
  o Help create a safe space for everyone by tactfully addressing issues and concerns.
  o Report to Suzi. Log things at Ops as needed.

• Gaming
  o Teach people how to play the various games.
  o Manage the library; tidying, check-outs and check-ins.

• Programming
  o Assist with making sure panels are setup and start and end on time
  o When the panel is over quietly prop open the door

• Floating Volunteers
  o Filling in wherever needed and answering questions about the convention
Creating a great attendee experience

• **First impressions matter** – Greet people and offer assistance, be empathetic, and listen carefully.

• **Educate** – Familiarize yourself with the values, mission, and policies of MALCon and its parent organization Shiny Garden.

• **“Yes, and” vs “No”** – If you don’t know the answer, let them know, and that you’ll find out.

• **You can escalate to higher authority** – You do not have to take on more responsibility that you are comfortable with.

• **Triggers and compassionate communication** – Myths and Legends Convention is an inclusive event, and we want to avoid language that can be triggering or offensive. Use welcoming language; gender neutral or gender inclusive, for example.

• **No touchie** – Remember not to touch anyone without their consent.

• **New buttons!** – Julie has been making buttons for the con! More will be available as time allows.
ADA

• ADA is defined as:
  o Physical or mental impairment
  o Record of a disability
  o Regarded as having a disability

• Accommodations:
  o If you are unsure as to what we can do to accommodate someone please reach out to Nikki, Billy, Heather, Julie. Don’t assume.

• Never ask someone what their disability is!
  o If someone looks as if they need assistance say, “Hi there. Is there anything I can help you with?”
Safety

Safety is important to us and we want to ensure a safe space for everyone at the convention.

Safety Team:
• The safety team will have yellow sashes. This helps with being present and noticeable.
• The safety team will handle incident reports (in Ops).
• When approached by someone who needs to report an incident, use language like, “What happened?”
  o Please do not use victim blaming language like “What were you doing?” or “Calm down”.

Everyone:
• If you see anything suspicious, or if a situation or person makes you uncomfortable please alert someone on the safety team or Ops.
• We have the Stitchbay box, available at Ops for emergency changes out of costume, fixing their costume, etc. We do not have a Stitchbay room at this time.
Other General Notes

Children are the responsibility of their parents. We do not allow for “free range” children. If you find a child alone please do not touch the child and request assistance from any nearby safety member or area head.
Q&A

• You ask questions

• We provide answers
Waivers!

Please remember to submit yours.
Tour the space!