

Woman Evolve 2026

Volunteer Job Descriptions

Conference Dates: July 30 – August 1, 2026

Set-Up Day: Wednesday, July 29, 2026 (Time TBD)

Standard Volunteer Shifts (July 30–August 1):

Shift 1: 7:00 AM – 2:00 PM

Shift 2: 2:00 PM – 9:00 PM

If earlier arrival or later departure is required, team leads are responsible for communicating this to their volunteers.

Production

- Support live programming and stage transitions.
- Assist stage managers with real-time needs.
- Serve as runners between production areas.

Registration

- Execute scanning and attendee check-in.
- Troubleshoot registration issues calmly.
- Greet Attendees and offer assist with directions and conference information.
- Must have an outgoing professional demeanor and be able to calmly deal with conference constituents.
- Operate laptops, scanners, and mobile devices.

Community

- Assist with shift check-ins for volunteers as well as assist with preparing next-day credentials for volunteers.
- As a runner, directing volunteers to correct areas they will be serving and other event miscellaneous duties.

- Will assist with distribution of event T-shirts, gift bags, and any credentials that need to be handed out for volunteers.
- Assist as a floater in whatever area may need extra hands.

EXPO

- Assist with setup (July 29).
- Manage attendee flow and support vendors.
- Provide customer service throughout Expo Hall.

Girl Evolve

The Girl Evolve Crew is more than a team—it's a movement. As a volunteer, you'll play a vital role in helping us create an empowering, fun, and safe space for the next generation of young women. From the moment they walk in the door to the final session, you'll help shape an atmosphere where girls feel seen, supported, and inspired to evolve into everything they're called to be.

This is a fast-paced, high-impact opportunity where your passion for youth, service, and excellence will shine. Whether you're welcoming students, helping with logistics, or keeping the energy high between sessions, your presence matters.

- Greet and check in students with warmth and excitement.
- Guide girls between session transitions and maintain safety.
- Support breakout leaders and speakers with logistics/activities.
- Help with setup and breakdown of spaces.
- Manage swag and resource spaces.
- Assist with lunch distribution
- **Background check required.**

Warehouse

- Manage load-in and load-out operations.
- Stock merchandise and move inventory (up to 50 lbs).
- Flexible hours may be required.

- Requires a considerable amount of standing.

Hospitality

- Support food and beverage areas.
- Experience in hosting /personal assistance (Armor Bearing) to high profile individuals.
- Provide high-level customer service.
- Maintain professionalism and confidentiality.
- **Background check required.**

Prayer Team

- Arrive by 6:30 AM to prepare before doors open.
- Provide prayer support throughout conference.

PMT (Usher / Greeter)

- Welcome and direct attendees.
- Control access at entrances.
- Assist with collection of offering.
- Assist with seating and material distribution.

Safety & Security

- Support access control and crowd flow.
- Assist leadership during emergency situations.
- **Background check required.**

Woman Evolve Media & WE Media

- Support programming, production, and booth activations.

- Assist with interviews and live event execution.
- Adapt in fast-paced environments.

Conference & Events / Special Events

- Support overall conference execution and logistics.
- Assist speakers and manage room transitions.
- Flexible and detail-oriented.

Translation

- Provide language support for attendees.
- Distribute and collect headsets along with headsets.
- Thorough knowledge of the English/Spanish, English/French or English/Portuguese languages and the ability to translate for a religious event.

People Operations

- Assist temporary staff with check-in and badging.
- Escort staff to designated worksites.

Counseling Center

- Escort attendees to counselors when needed.
- Recognize crisis situations and alert leadership.
- Maintain confidentiality.

Public Relations & Communications

- Manage media check-in and credentials.
- Maintain sign-in logs.
- Support onsite media events.

- Distribute and account for media credentials.

Deaf and Hard of Hearing

- Support Deaf and Hard of Hearing attendees and ensure clear communication access.
- Interpret for Deaf and Hard of hearing attendees.
- Ensure Deacons are assigned to the Deaf and Hard of Hearing section to help maintain order and a distraction-free environment.
- Assist with seating and accommodations as needed.

Woman Emerge (July 29 Only)

- Support check-in and guest experience for Wednesday event.
- Assist with evening program logistics.

WE Merch Support

- Restock, organize, and maintain clean, visually appealing merchandise displays throughout the event.
- Manage customer flow and assist with line coordination to ensure an efficient checkout experience.
- Provide excellent customer service by answering product questions and assisting attendees with sizing and selections.
- Support booth setup and breakdown, including product organization, display execution, and post-event packing.

Floater *limited spaces*

- Provide flexible support to various teams as assigned by the Volunteer Coordinators or Team Leads
- Assist with guest guidance, line management, and general event flow as needed
- Help cover volunteer positions during breaks or high-traffic times

- Maintain a positive, attentive, and servant-hearted attitude while supporting the overall conference experience