

AFHE Youth Service Team Essentials

AFHE'S CULTURE OF SERVICE

- You are so important! The AFHE Convention and your fellow attendees need you.
- As a convention volunteer, you are an ambassador for AFHE and homeschooling. We serve a diverse community, and every person matters. The AFHE culture of service is one of kindness, compassion, and treating people with respect and honor, regardless of our differences.
- You each play an important role in keeping the convention running smoothly *and* in encouraging other homeschoolers. As homeschooled teens and grads, you are the product of homeschooling and have the special ability to inspire others with your behavior as attendees get to see you at work during the convention. Many people coming to the convention are considering whether they should homeschool their children, and we want them to walk away saying, "I want my kids to be like those friendly, hardworking AFHE teens."
- When issues arise, you might be the first contact to address the situation. Smile. Be kind. Help calm things down by being calm yourself.
- Be prepared to answer some of the most asked questions that people might have. Prior to serving, please review where things are and what's in the program. People will ask you things like where the restrooms are, how to purchase workshop recordings, what page of the program has the exhibit hall map, the location of the nursing moms lounge, etc. You don't have to have all the answers, but a little advance preparation will cover most needs. And if you can't answer a question, help people by directing them to someone who can.

REQUIREMENTS

We are looking for mature, responsible, reliable teens to volunteer on the Service Team at the AFHE Convention. Volunteers must be willing to comply with the dress code, code of conduct, and any instructions provided by the Onsite Service Team Manager, Service Team Administrator, or Convention Director.

CODE OF CONDUCT

We expect that all our volunteers will conduct themselves in a polite, professional manner. It is a blessing to be able to serve one another at this event and we expect that our volunteers will be cheerful, helpful, and ready to serve, treating all attendees with care and respect.

AFHE exists to *inspire* parents to homeschool their children; *promote* parent-directed, privately funded, home-based education; *preserve* the freedom to homeschool; and *support* parents who choose a home-based education option for their children. While you are serving at the AFHE Convention, we ask that your conversation and comments focus on supporting this vision as well. If there are questions about education options, please direct people to homeschool@afhe.org or to the Mentoring Moms booth during the Convention.

The AFHE Board of Directors operates from a Christian perspective and biblical worldview and makes decisions from the ethical and moral standards established in the Bible. Convention volunteers must support this philosophy.

In addition, volunteers are not permitted to promote their own businesses or endeavors, campaign for or promote political parties or candidates, etc. at the AFHE Convention. While you are serving, your sole focus is on your role as a Service Team member.

Volunteers must not be involved in any illegal or unethical activity and cannot ever have been convicted of a felony. If the volunteer's situation changes and you become involved in any activity that would reflect negatively on the homeschool community or AFHE, you agree to withdraw your volunteer application or cancel your service commitment immediately.

SERVICE TEAM BENEFITS

FREE ADMISSION: SERVING THREE HOURS OR MORE + SERVICE TEAM T-SHIRT

Service Team Members that commit to working 3 hours or more can receive free general admission to the convention. If you are registering for the 2026 Teen Program, you will receive a \$12 discount on Teen Program registration.

NOTE: Free convention admission does not include AFHE membership, Teen Program fee, parking, food, etc.

THE BASICS

Steps to joining the Youth Service Team

1. Read through the Service Team Essentials document (this one!).
2. Complete the online application form at afhe.org/convention-volunteers.
3. If your application is approved, you will receive an email from the service team administrator with instructions for selecting shifts.
4. After your selected shifts are approved, you will receive an email from registration@afhe.org with your free youth admission coupon code to use when registering for the convention. If you are attending with your family your parent(s) will need to use this code during the registration process. For other registration situations please contact Etienne Barnes at service.team@afhe.org.

When you arrive at the Convention Center

If you have signed up for 3+ volunteer hours to earn free admission, **DO NOT STAND IN THE PRE-REGISTRATION LINE**. Go directly to Volunteer Check-in at the front end of the Registration counters when you arrive. (Your family's registration packet will be at Pre-Registration, but your name badge and t-shirt are at the Volunteer counter.)

- Check in at the VOLUNTEER CHECK-IN counter as soon as you arrive at the Convention Center lobby to let the Onsite Service Team Manager and his team know you're there. This is where you will pick up your name badge and Service Team t-shirt. Add the Service Team adhesive ribbon to your name badge holder.
- Please wear your name badge (not someone else's and not backwards) while you are at the convention. It helps our team know your name and assures security that you are allowed in.
- Go directly to the Book Locker inside the Exhibit Hall to let Josiah Duell know you're there. This spot will serve as the Service Team base throughout the convention, so whenever you need to find Josiah, you can ask the Book Locker attendant to radio him for you. The Book Locker is to your right as soon as you enter the Exhibit Hall doors. The Book Locker will have an area where you may stow your personal items during your shifts.
- Note: Those of you volunteering early on Thursday may not receive your name badges right away since we have to unpack them, so when you arrive, simply contact Josiah to let him know you're there.

Arrive 10 minutes before your scheduled time to work.

- **You are needed.** Please do not be late. We do not have extra volunteers waiting in the wings.
- Set an alarm on your phone if needed to help you arrive on time.

Contact the Onsite Service Team Manager immediately if you are going to be late or cannot make it.

- We are counting on you, but we realize that things outside your control can happen on occasion such as sickness, traffic delays, etc.
- If you are going to be late or are unable to make it, please contact the Onsite Service Team Manager by cell phone right away (call or text). He will share his cell number with all registered volunteers by email through SignUp Genius.

- During the convention, we will not be checking email Thursday, Friday, or Saturday. It is a very busy weekend for our team and we don't want to miss connecting with you, so please use the cell phone number provided for volunteer-related issues, or the AFHE voicemail number for other issues.

DRESS CODE

We expect all our volunteers to dress in a professional, modest manner. You will be representing AFHE and the homeschooling community in general. For this reason, and because attendees at the conference share a wide variety of convictions about clothing, we ask that all volunteers follow a dress code. Also, please be sure to wear your name badge. It helps us and our team to identify you.

Wearing the blue [AFHE Service Team](#) shirt at the appropriate times during the convention is an important part of maintaining professionalism, unity, and clear identification. These shirts signal that you are available to serve, assist, and provide guidance, which helps the event run smoothly and creates a welcoming environment. When worn during assigned service hours, the shirt reflects readiness, responsibility, and a shared commitment to the mission of the team. At the same time, it is equally important **not** to wear the blue [AFHE Service Team](#) shirt when you are not scheduled to work or not actively serving. Doing so can create confusion about availability and responsibility. By being intentional about when the shirt is worn—and when it is not—team members contribute to a more organized and effective experience for everyone involved.

GIRLS: Wear your blue [AFHE Service Team](#) shirt along with nice jeans (without shreds/holes), capris, or a below-the-knee jean skirt on Friday and Saturday during the Convention. Comfortable shoes such as tennis shoes would be good as we will be walking quite a bit. On Thursday, during setup you may wear shorts or jeans and a t-shirt. If you have a Service Team shirt from a previous year, you are welcome to wear it on Thursday! **Just be sure to wear the one for this year during the Convention days: Friday and Saturday.** Closed-toe shoes are required during setup and tear down. You may also want to bring gloves as we will be moving lots of boxes, etc.

GUYS: Wear your Service Team t-shirt along with nice jeans (without shreds/holes) on Friday and Saturday during the Convention. Comfortable shoes such as tennis shoes would be good as we will be walking quite a bit. On Thursday, during setup you may wear shorts or jeans and a t-shirt. If you have a Service Team shirt from a previous year, you are welcome to wear it on Thursday! **Just be sure to wear the one for this year during the Convention days: Friday and Saturday.** Closed-toe shoes are required during setup and tear down. You may also want to bring gloves as we will be moving lots of boxes, etc.

WHAT NOT TO WEAR: Please do not wear tank tops, short shorts, short skirts, shirts that show cleavage or midriff, clothing that is form-fitting or revealing.

Thank you again for volunteering! We look forward to serving with you!

All for the glory of God,

Josiah Duell
AFHE Onsite Service Team Manager

Etienne Barnes
AFHE Service Team Administrator

service.team@afhe.org