

## WELCOME TO HONOR FLIGHT CHICAGO – DC VOLUNTEERS

Thank you for your interest in volunteering with Honor Flight Chicago (HFC) and welcome to our 2017 season. As volunteers, we have a unique opportunity to honor our military veterans in a wonderful and memorable way. HFC is a non-profit 501c3 organization whose current mission is to bring WWII and Korean veterans from the greater Chicago area to Washington, DC to see the memorials dedicated in their honor, at no cost to the veteran.



The first volunteer opportunity with HFC is being a ***Greeter***. Greeters welcome the veterans as they deplane at Dulles airport and provide a heart-warming reception for these deserving heroes. You will have the opportunity to shake their hands, welcome them to DC, and most of all thank them for their service to our country. Greeters may also be asked to assist at the airport getting veterans off the mobile lounge, to the restrooms, and to the buses. Greeters are required from approximately 8am till 11am the morning of the flight. One week prior to each event, an email will be sent out requesting Greeters with detailed information on meeting time and parking instructions.

The second volunteer opportunity with HFC is being a member of the ***Ground Crew*** (Orange Shirts). Ground Crew volunteers are strategically placed to help guide and direct us through the airport in the morning or evening. You also welcome the veterans as they transition to and from the buses. You will have the opportunity to shake their hands, welcome them to DC, and most of all thank them for their service to our country. Ground Crew volunteers may also be asked to assist at the airport getting veterans off the mobile lounge, to the restrooms, and to the buses. Ground Crew volunteers are required from approximately 8am till 11am the morning of the flight and/or from 5:30pm till 6:30pm the evening of the flight. One week prior to each event, an email will be sent out requesting Ground Crew volunteers with detailed information on meeting time and parking instructions.

The third volunteer opportunity is to be a ***Guardian***. This volunteer opportunity requires your support for an entire **Wednesday**, from approximately 7:30am until about 7:30pm. In addition to greeting the flight, Guardians are assigned to a specific veteran and accompany that veteran on their journey to see the memorials. This is a rare and extraordinary opportunity to hear historical accounts firsthand from the men and women who served. To be a Guardian for HFC, you must be healthy and able-bodied, between the ages of 18-66, and be able to push a wheelchair all day (if needed). All volunteers are responsible for their own transportation to/from Dulles Airport to meet the HFC flights when they arrive/depart. Guardians will then travel by bus all day with their veteran and return to Dulles Airport at the end of the day. Parking at the airport will be free to all volunteers.

The veteran to whom you will be assigned will be your “parent/grandparent”/“buddy” for the day. It will be your responsibility to ensure the safety of your veteran(s), and also to ensure they have the best possible experience on their day of honor. A typical day consists of helping them on/off the buses, watching after them as they walk around the memorials, pushing their wheelchair if needed, assisting with picture taking, listening to their stories, and learning about their time in Service. We ask that cell phone use be kept to a minimum so you can focus on your veteran. We also ask you to bring a digital camera to help capture photos of your veteran at his/her memorial. Please be sure to clear your SIM card of all personal photos prior to capturing moments of the day with your veteran. Toward the end of the day, we will borrow your SIM card so the professional photographers can download your pictures onto a master hard drive to be reviewed and possibly posted once they return to Chicago.

The itinerary generally consists of stops at the WWII Memorial, Iwo Jima Memorial, Lincoln/Vietnam/Korean Memorials and the Udvar-Hazy Air & Space Museum. There will be a group picture and ceremony at the WWII Memorial. Arby sandwiches for lunch and Potbelly sandwiches for dinner are provided for all Guardians and Veterans. Water, sodas, Gatorade and snacks are provided throughout the day. You will also receive an HFC polo shirt and lanyard to keep. The HFC polo shirt must be worn for the entire day unless you are in military uniform.

If you or others you know would like to volunteer as a Greeter, Ground Crew, or Guardian with HFC, please forward this email or contact us at [dcguardians@honorflightchicago.org](mailto:dcguardians@honorflightchicago.org). In the Subject Line, specify if you are volunteering to be a Greeter or Ground Crew. Please Note – Greeters and Ground Crew volunteers do not need to fill out an on-line 2017 DC Guardian application.

All other volunteers interested in serving as a Guardian are required to fill out and submit a 2017 DC Guardian application for approval prior to the flight date you would like to support. The on-line 2017 DC Guardian Form can be found and completed at the following link: [2017 DC Guardian Application](#) . The on-line form should only take about 10 minutes to fill out and must be fully completed through submission in a single session. Should you exit from the on-line form before selecting the Submit button at the end of the application, you will need to start over when you return to the form. If the on-line link does not launch properly from your office or military installation due to Firewall Rules set by your organization, please complete this on-line form at home or from a mobile device.

If you would prefer filling out the 2017 DC Guardian Application form by hand, please send an email to [dcguardians@honorflightchicago.org](mailto:dcguardians@honorflightchicago.org) and we will send you the PDF file to complete and return to us via email or fax. For additional information about Honor Flight Chicago or to make a donation in support of this effort, please visit [www.honorflightchicago.org](http://www.honorflightchicago.org).

We look forward to sharing this special experience with you,  
Jenny Brawley, Annie Patenaude, Patti Willingham, & Vince Wilson  
DC Volunteer Coordinators – Honor Flight Chicago

**2017 Flight Dates**

April 12<sup>th</sup>

May 10<sup>th</sup>

June 7<sup>th</sup>

July 12<sup>th</sup>

Aug 9<sup>th</sup>

Sept 13<sup>th</sup>

Oct 11<sup>th</sup>