

## **CASH HANDLER'S ASSISTANT POSITION DESCRIPTION**

One volunteer, per shift, is needed to work alongside the **Cash Handler** in the Fundraising area. The **Volunteer Assistants** will assist in running credit cards and making sales.

Volunteers for this position will be located in the Fundraising Area

Volunteers must be comfortable handling money. Training on running credit cards will be provided.

**Cash Handler Assistants** for the first shift should arrive, check in at the volunteer table and **be at their designated stations by 10:00 am**. Please plan to have your lunch when your shift is over; you may want to bring a protein bar.

**Cash Handler Assistants** who are scheduled for second shift should arrive early enough to have their lunch prior to the beginning of their shift, check in at the volunteer table prior to your lunch and **be at your designated stations by 12:15**. This will allow time to partner with the person that you are scheduled to replace, to become familiar with your duties.

Lifting is not required. Most work can be done while seated.

**Political Campaigning: Public charities are prohibited from directly or indirectly participating in, or intervening in, any political campaign on behalf of (or in opposition to) a candidate for public office. Campaigning of any type is prohibited at all of our events including this Annual Luncheon. This includes (but not limited to), T-Shirts which represent a particular candidate or party, distribution of printed material including business cards and general political discussion with the patrons attending this event.**

*Note: All positions at this event are pre-assigned. We ask that you do not bring additional people with you to work at this event. Volunteers are expected to purchase a ticket for the Event if they would like to have soup, bread and/or a bowl.*