

## **ESSENTIAL SERVICES POSITION DESCRIPTION**

Stations 100-700 will have 1 **Essential Service** Volunteer for each shift. **Essential Service** Volunteers work closely with their specific *Team Leader* to ensure each station has an adequate supply of beverages and that solid and liquid wastes are removed from stations and properly disposed. This is a “high energy” position which includes lifting rather heavy containers and a lot of movement. The floor plan of the event is designed to accommodate transportation of liquids and waste on carts, without moving through the dining area.

- move empty beverage containers from the table to the cart and wheel them to and from the kitchen for refills
- Remove and replace filled garbage bags as necessary
- Empty left over clear liquids into janitors sink as necessary
- Empty and replace water in the wash buckets (used to rinse out wipe rags) when the water is dirty
- Carry soup waste in lidded buckets to composting center as necessary
- Assist bussers to put left over soup liquids in buckets
- Assist bussers to put trash in garbage bags, differentiating compostable/recyclable and other trash.
- Assist in other duties as necessary. Assist with recycling efforts as necessary

**Essential Service** Volunteers 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.

**Essential Service** Volunteers for the 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 12:30.** This will allow time to partner with the person that you are scheduled to replace, to become familiar with your duties.

Must be able to lift ~50 pounds to table height.

**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.*