



## Volunteer Position Job Description

**Event:** 27<sup>th</sup> Annual Jazz Champagne Brunch

**Job Title:** Food Service

**Date:** Sunday, September 15, 2019

**Time Commitment:** 12:30 pm – 3:30 pm

**Location:** 345 4<sup>th</sup> Ave. Venice, CA 90291

**Contact Person(s):** Myrna Bohan, (310)573-8407 or [mbohan@vchcorp.org](mailto:mbohan@vchcorp.org)

**Primary Responsibility:** Staffing food stations

### Key Responsibilities:

- Serving guests through the buffet line
- Other similar duties as assigned (i.e. re-stocking buffet, serving desserts, etc.)

### Qualifications:

- Excellent customer service skills
- Reliable, responsible, and polite
- Ability to stand and walk for long periods of time

**Support:** Training for this position will be provided day of event

**Age Requirement:** 14+

**Dress Code:** T-Shirt will provided (or you may wear your own white shirt) black bottoms (pants, skirt, or shorts, jeans ok). Closed-toe shoes recommended.

**Additional Information:** Lunch will be provided