



Volunteer Position Job Description

**Proof of COVID-19 Vaccine or
a negative Covid test within the previous 48 hours required**

Event: 27th Annual Jazz Champagne Brunch

Job Title: Kitchen Staff

Date: Sunday, September 26, 2021

Time Commitment: 9:30am – 12:30pm

Location: 2471 Lincoln Blvd. Venice, CA 90291

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

Primary Responsibility: Food prep and dishwashing

Key Responsibilities:

- Food prep
- Ensuring brunch buffet is replenished as needed
- Scrape/wipe rented dishes and rinse rented glasses and place in crates(no washing or drying required)
- Other duties as assigned

Qualifications:

- Reliable, responsible, and polite
- Ability to lift 10 lbs

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

Age Requirement: 14+

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

Additional Information: Lunch will be provided