

GREAT THANKSGIVING BANQUET

Serving Opportunities 2019

Position	People	Shifts	Description
Pre Event Tasks: Food Packing	<p>Courteous and team oriented. Follow directions of Food Manager Supervisor.</p> <p>Maximum Group Total: 5 people per group with a minimum of 2 adults per group 75 people needed for total shift</p>	Saturday, November 23rd 9:00-12:00	Sorting and packing food bags Possible lifting.
Position	People	Shifts	Description
Pre Event Tasks: Floral Arranging	Need Creative People/Experienced Florist not necessary.	11/26/2019 2pm-5pm	Create a bouquet out of donated flowers.
Pre Event Tasks: Coat Sorting	Sorting Coats for distribution. Great group opportunity. Maximum group size is 12 people per time slot.	Tuesday 11/19/2019 9:00am-1:00pm 1:00pm-3:00pm	Sort coats by gender, size, and by adult or child. Great group opportunity. This Event is at 1821 Piner Rd
Pre Event Tasks: Cookie/Muffin Bakers	<p>Homemade items preferred. Fresh fruit (finger food) and nuts are also welcome Qualifies for Community Service hours.</p> <p>This is a great opportunity for groups to get together. Need 27 Donations per time slot</p>	8:30-8:45	<p>Bake a minimum of 2 dozen muffins or cookies / brownies at home. Bring to Fairgrounds at requested time. Drop off at Volunteer Check-In</p>
		10:00-10:15	
		12:00-12:15	
		2:00-2:15	
Pre Event Tasks: Thanksgiving Food Prep	<p>15 people per shift Good with food handling</p>	11/25/2019 10:00 - 12:00	Turkey prep and stock making
		11:45-2:00	
		1:45-4:00	
Pre Event Tasks: Pumpkin Cleaning	<p>10 people needed Great youth project</p>	11/26/2019 10:00-12:30pm	Cleaning Pumpkins for centerpieces

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Buck Stampers	4 people per shift No children under 12, 1 to 1 ratio with adult Bilingual is a plus but not mandatory.	10:15 - 12:15	Validate "Banquet Bucks" (vouchers for family food boxes) of guests as they are leaving the chapel service they attended: answer questions regarding the event, provide directions, etc.; work under Buck Stamper manager.
		12:00 - 2:15	
		2:00 - 4:15	
		4:00 - 6:30	
Position	People	Shifts	Description
Chapel Ushers	6 people per shift No one under 18. Bilingual is a plus but not mandatory. Warm and approachable attitude comfortable interacting with guests Ability to follow directions Ability to stand throughout the shift	10:00 - 12:00	Individuals gracious & bold, comfortable interacting with guests. Direct guests to seats, distribute booklets; answer questions re event; direct guests to other venues
		11:45 - 2:00	
		1:45 - 4:00	
		3:45 - 6:15	
Position	People	Shifts	Description
Church Sponsored Booth - email Mariella at mzapata@srmission.org	Have enough volunteers from your church/organization for the full shift of 10:00 - 6:30 p.m. with an adequate adult/ child or teen ratio. Booth end at 6. Be attentive, helpful and friendly with guests and other volunteers. Provide your own church logo banner or sign. Provide your own supplies.	10:00 - 6:30	Provide a booth with Harvest Fair type activities: Face Painting, game, evangelism, craft, or service. Arrive early to set up all necessary booth supplies. Be available to minister to the guests attending. Clean area and pack up your booth when finished

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Position	People	Shifts	Description
Coat Distribution	8 people per shift; limit 2 children per shift; No children under 10, 1 child/1 adult ratio 4 people for last shift Maximum group size 4 people Bilingual is a plus but not mandatory. Outgoing, friendly and courteous. Able to work with others. Help guests with selection of coats. Ability to follow directions.	10:30 - 12:45	Greet guests. Help them select a size appropriate coat. Stamp their hand to show they received one.
		12:30 - 2:45	
		2:30 - 4:45	
		4:30 - 7:00 (incl clean-up)	
Position	People	Shifts	Description
Dining Hall	At least 16. If child is 13-15 years, they must be on shift with an adult/guardian. Courteous and professional to all guests/volunteers Helpful and on time for scheduled shift. Ability to follow directions and handle job functions. Shift Total: 16 people for first shift set up only (opportunity for youth groups) 30 people per shift thereafter	9:00 - 11:30 (setup)	2 Host/Hostesses per shift- Must be at least 25 years old bilingual preferred 12 servers per shift 4 bussing tables per shift 4 people pouring drinks 4 drink servers per shift 4 pie servers per shift Expect to serve approx. 250 people per hour
		11:15 - 2:15	
		2:00 - 4:15	
		4:00 - 6:00	
		5:45 - 8:45 (includes cleanup)	

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Food Distribution Escorts	<p>Children 14+ when partnered w/a parent Must be physically fit, able to walk a lot and be able to lift and pull up to 40 pounds. Good walking shoes required. Courteous and thoughtful. Patient and alert. 5 people per shift.</p>	11:00 - 1:30	Help guests get food bags & turkeys to gates; must be physically fit; able to walk a lot; able to lift up to 40 lbs; Good walking shoes highly recommended.
		1:15 - 4:00	
		3:45 - 7:00	
Position	People	Shifts	Description
Facial Massage	<p>Must be 18 yrs. Good with people 5 people per shift</p>	10:30 - 1:30 Includes set-up	Provide basic facials and visit with guests. The idea for facials is to provide an environment of healing both spiritually and physically, human touch is important for wholeness. The homeless endure inclement weather and faces take the brunt of the damage that can cause.
		1:15 - 3:45	
		3:30 - 6:30 Includes clean-up	
Position		Shifts	Description
Food Bag Distribution	<p>* Maximum 3 children per shift with parental participation. Minimum age: 10 years old; 1 child per adult. A strong work ethic. Ability to work under time pressure Concentration to details Needed persons in each shift: 8 adult volunteers first shift 10 per shift thereafter</p>	9:30 - 12:00 noon	Lifting up to 25-30 lbs Greet guests; manage line, receive "Banquet Bucks. May include: Bagging fresh vegetables, touching and lifting turkeys. Distributing Food Bags Last shift includes clean up activities
		11:45 - 2:30	
		2:15 - 4:45	
		4:30 - 7:00	

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Position	People	Shifts	Description
Foot washing	<p>At least 14 yrs. With an adult. Good with people 9 people per shift, 7 washers and 2 water handler</p>	10:30 - 1:00	<p>Provide foot washing and visit with guests. Hand out free pair of socks The idea for foot washing is to provide an environment of healing both spiritually and physically, human touch is important for wholeness. The homeless are on their feet and in their shoes sometimes 24/7.</p>
		12:45-3:30	
		3:15-6:30	
Position	People	Shifts	Description
Grounds & Gate Greeters	<p>At least 18 years old or 14+ with an adult Bilingual is a plus but not mandatory. Ability to communicate clearly. Friendly and helpful attitude. Knowledge of the event, and locations of restrooms & venues. 6 people per shift/ 2 per entry gate</p>	9:30 - 11:30	<p>Welcome guests & volunteers. Direct them to appropriate starting venue. Flashlights provided as needed.</p>
		11:15 - 1:15	
		1:00 - 3:00	
		2:45 - 5:00	
		4:45 - 7:00	
Position	People	Shifts	Description
Haircut Reception	18+ preferred, Bilingual Helpful, Good with people	10:45-12:45 pm	<p>Take names, connect guest with next stylist, sweep up hair between cuts.</p>
		12:30-2:45 pm	
		2:30-4:45 pm	
		4:30-6:30 pm	

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Position	People	Shifts	Description
Haircuts	<p>At least 18 yrs.</p> <p>Flexible shifts of 2 or more hours. Please specify which hours between 11am and 6:00 pm work best for you.</p> <p>Professional preferred, not required</p>	10:30-6:30	Provide haircuts for guests, predominantly adults, some children based on their request. Standing for an extended time.
Position	People	Shifts	Description
Hospitality Crew	<p>At least 16 years old, with an adult.</p> <p>Able to follow instructions Work independently</p> <p>2 people per shift</p>	12:00-2:00	Facilitate meals and drinks for specific volunteer groups and staff members
		1:45-3:45	
		3:30-5:30	
Position	People	Shifts	Description
Kitchen Food Service-Platers	<p>At least 18 years old</p> <p>Ability to lift 40 lbs. Handle food related tasks with cleanliness Ability to follow directions under time deadlines Courteous and kind with keen memory</p> <p>Maximum Group size: 4 per group 8 people first shift setup only 28 volunteers per shift thereafter. Up to 4 people per group per shift.</p>	9:30 - 11:00	<p>First shift includes setup Prepare plates of food Cut and plate pies Make drinks Runners & Linebackers- able to lift up to 40 lbs & walk briskly Other duties, as assigned by Food Services Manager. Last shift includes clean up/ washing dishes,etc.</p>
		10:45 - 1:15	
		1:00 - 3:30	
		3:15 - 5:30	
		5:15 - 8:30 (includes cleanup)	

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Manicure Manager	Please contact mzapata@srmission.org if you might be intrested in managing this area.	10:00 -6:30	Will oversee volunteers and maintain supplies throughout shift, assist in keeping things tidy.
Position	People	Shifts	Description
Mini-Manicures	At least 14 or older		Provide simple manicure and nail polish
Position	People	Shifts	Description
Volunteer Check-in	At least 16 or older Friendly and approachable attitude Comfortable with data entry. 9 people per shift No more than 2 teens per shift	8:30 - 11:30	Greet guests and check in volunteers. Handle pre-registered and drop in volunteers
		11:15 - 1:45	
		1:30 - 4:00	
		3:45 - 6:30	
Position	People	Shifts	Description
Guest Welcome Team	At least 18 or older Friendly and approachable attitude Available to answer questions and direct with appropriate information. Manage chapel line, check Banquet Bucks for assigned service time. 4 persons per shift Bilingual a plus but not mandatory	9:30 - Noon	Greet guests, answer questions, direct into the chapel at appropriate service time.
		11:45-3:15	
		3:00 - 6:00	

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Position	People	Shifts	Description
First aid	Must be 18 yrs. Good with people	10:00 - 12:15	EMT, RN, LVN, MD to be on hand First aid supplies provided (May select another volunteer opportunity simultaneously with this position.)
		12:00-2:15	
		2:00-4:15	
		4:00-7:00	
Position	People	Shifts	Description
Hospitality Table	At least 16 years old, with an adult. Able to follow instructions Work independently 2 people per shift	10:45-1:00	Grace Pavillion hosts our comfort ministres, food distrubution, community service providers, and group activitis. Hospitality table provides maps, info, lost & found and first aid point of contact.
		12:45-3:00	
		2:45-5:00	
		4:45-7:00	