

Ottawa MS Walk Volunteer Assignment

Title	Lunch
Purpose	Help prepare and serve lunch to the Walkers at finish
Walk Location & Date	Jean Talon building – 170 Tunney’s Pasture Drwy Sunday, April 29, 2012
Where to meet Time Commitment	<ul style="list-style-type: none"> • Sign-in at Volunteer Check-in inside the cafeteria at the Jean Talon building • 10:00 am to 2:30 pm • Position location will be provided at check-in
Duties and Responsibilities	<ul style="list-style-type: none"> • Assist with setting up and serving afternoon refreshments • All Food volunteers must wear gloves (supplied) and Hats or hairnets • Ensure blue recycling boxes are in place for empty bottles & cans • Ensure food area is kept clean and organized; empty garbage bins regularly • Ensure that the food supply is maintained • Dismantle food area once lunch is complete • Ensure a high level of customer service in dealing with Walkers, volunteers, staff and sponsors
Physical Requirements	<ul style="list-style-type: none"> • This position requires you to be on your feet for an extended period • Light to medium lifting may be required
Benefits	<ul style="list-style-type: none"> • Food and beverages • A terrific volunteer t-shirt! • Invitation to yearly volunteer appreciation event • Part of MS Society volunteer program which helps in fulfilling our mission.
What to bring, Washrooms, Travel and Parking	<ul style="list-style-type: none"> • This event will take place whether rain or shine. • This position will be outside so dress according to the day’s weather conditions. Plan ahead. Dress in layers, wear comfortable shoes, bring gloves, hat, rainwear • Washrooms will be available onsite • Parking is available on site at the Jean Talon building. Public transportation is encouraged
Questions	<ul style="list-style-type: none"> • Prior to event : Michelle Davis – 613-728-1583 ext. 235 or Michelle.Davis@mssociety.ca • On Event Day : Lead volunteer (wearing blue bandana) • On Event Day if you are unable to attend please call 613-407-1968