



Ottawa – Kemptville RONA MS Bike Tour Volunteer Assignment



Title	Lunch
Purpose	To prepare and serve lunch to the cyclists at Carleton University
Position Location & Time Commitment	Carleton University - Sunday, August 7 <ul style="list-style-type: none"> 8:30 am – 2:00 pm
Where to Meet Us	<ul style="list-style-type: none"> Meet at the “Volunteer Check-in” inside the Norm Fenn gymnasium. See map of University – Building 8
Duties and Responsibilities	<ul style="list-style-type: none"> Get lunch food ready for the cyclist arrival. Set out lunch items, cut up fruit and place on trays provided. Set out any condiments and drinks. Keep any dairy products in ice As the cyclists come through, please keep the food stocked and the area tidy. Anybody handling food MUST wear a hat or hairnet. Please bring a hat! We will provide hairnets if you forget a hat. Anybody handling food MUST wear gloves. We will provide the gloves. Once event is complete ensure area is clean and tidy and all left over food is packed away. Ensure a high level of customer service in dealing with cyclists, 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 Be part of MS Society volunteer program which helps fulfill our mission.
What to bring, Washrooms, Travel and Parking	<ul style="list-style-type: none"> This event takes place rain or shine This position is inside Washrooms will be available on site Parking is available on site at Carleton University in lot #5. Volunteers are to make their own arrangements to get to site. Public transportation is encouraged
Questions	<ul style="list-style-type: none"> Before the Tour - Michelle Davis – 613-728-1583 Ext. 235 or michelle.davis@mssociety.ca During Tour weekend - 613-407-1968