




CityFolk

WELCOME CENTRE

This crew of experienced CityFolk volunteers acts as the ‘welcome, info booth, and refreshment’ location for all festival volunteers. The crew answers volunteer-specific questions, helps connect volunteers with their Crew Leaders, provides a bag check for the volunteer team, and provides refreshments for all volunteers.

<p>Duties:</p> <ul style="list-style-type: none"> • Greet volunteers • Provide information and assistance • Answer questions • Display and hand out CityFolk volunteer information • Tag bags and provide claim chits to volunteers • Position bags in the appropriate area • Return bags to volunteers upon presentation of claim chits • Stock food and beverages and ensure availability of snacks and beverages as needed for volunteers • Distribute sandwiches and beverages to volunteers with meal tickets • Ensure cleanliness of the area 	<p>Requirements:</p> <ul style="list-style-type: none"> • Must be 14 years of age or over • Accessibility Standards Customer Service Training • This position requires individuals to be energetic, enthusiastic with a genuine joy of working and speaking with a diversity of volunteers • Must work efficiently with little supervision • Must be able to learn new tasks quickly • Willing to work in all types of weather • Willing to stand for long periods of time • Some lifting may be required (water cooler, drink cases, boxes, etc.) • Must be willing to take initiative and be proactive
<p>Skills:</p> <ul style="list-style-type: none"> • Exceptional attention to detail • Effective communication skills • Excellent interpersonal skills • Adept at learning new tasks quickly 	<p>Assets:</p> <ul style="list-style-type: none"> • Bilingualism

 This is a wheelchair-accessible position