

Volunteer Position Description

Position Title: Back to School Bash Workers: Set up Staff, Game Workers, Inflatable Supervisors, Photographer, Food Staff, Clean up Staff

Department/Division: Parks & Recreation / Community Recreation

Purpose: This event is held to provide a fun and entertaining atmosphere for people to get out and socialize with their community and meet their neighbors.

Requirements: Ages 14 and older. Set up staff and Clean up staff must be able to pick up and carry tables and chairs. Game workers must have the ability to be fun and social. Inflatable supervisors must be able to have control of when kids enter inflatable. Food Staff must be able to distribute food in a quick and sanitary manner.

Task:

- Set up staff (2-3): Set up tables and chairs and lawn games. Direct organizations to their assigned table.
- Game Workers (4-5): Play games with the event guests. Explain rules if needed. Get guest involved and have an overall good time.
- Inflatable Supervisors (3-4): Make sure kids are following the rules of the inflatables and only the approved number of kids are using them at one time.
- Photographer (1): Take great shots of the event.
- Food Staff (2-3): Distribute food and drinks in a quick and sanitary manner.
- Clean up Staff (2-3): Help put away tables, chairs, lawn games, etc. Make sure park is clean and everything is picked up.

Dates: Saturday, September 19, The Armory Sports Center, 1:30-3:30

*Volunteers are needed from 12:45 p.m. – 4 p.m.

- Set up volunteers should arrive at 12:45 p.m. to review assignments/duties and begin setting up.
- Game workers, inflatable supervisors, photographer, and food staff would need to arrive by 1:15 p.m. to review assignments/duties.
- Clean up staff should arrive by 3:15 p.m.
- Volunteers would be able to perform more than one duty. For example the same person could work as set up staff, game worker, and clean up staff.

Location: The Armory Sports Center: 701 E. Ash St.

Volunteer will report to: Jay Bradley – Recreation Specialist. 660-651-6040 / jay.bradley@como.gov

Number of volunteers needed: 15-20

What to wear: Comfortable but tasteful. Tee shirts with appropriate shorts are fine. Tennis shoes. Masks are required.

COVID Precautions: Attendees will have to register in advance to control attendance. There will be a staff member at the door counting people as they enter to make sure we are within gathering limit regulations. There will be staff sanitizing and disinfecting during the event. Social distancing and mask requirements will be strictly enforced. Hand sanitizer will be available for all who are in attendance. We are planning this event with safety for attendees and workers being our first priority. *Masks will be required for volunteers, staff and attendees.*

To learn more Contact Volunteer Programs at 874-7499 or volunteer@CoMo.gov