

## **STAR Meet Volunteer Job Description**

### **Hospitality** *\*\* duties may change due to covid restrictions \*\**

- Adult volunteers to provide snacks and drinks to officials and coaches throughout the meet
- STAR is known for providing amazing hospitality to visiting coaches and officials!

**JOB START TIME:** varies by meet type and session schedule

**JOB END TIME:** end of session / once clean-up is complete

#### **DESCRIPTION:**

- 1) Set up and clean up of hospitality area.
- 2) Ensure a quiet space for coaches and officials to meet.
- 3) Coffee station set up and clean up
- 4) Prepare, set up and clean up meals if meet schedule includes them
- 5) Cart for on deck volunteers, coaches and officials with water, lemonade and iced coffee and a variety of little snack treats/candy dish.
- 6) Last session of the meet clean up includes washing and storing all of the dishes, etc back into the hospitality closet in the training room.

Hospitality area access is limited to those who have been issued white wristbands with red stars -- coaches, officials and STAR volunteers working two consecutive shifts in one day.

#### **Pre-Meet Shopping**

Develop plan and menu, create shopping list, check stock and purchase all necessary supplies