

Open Volunteer Positions: Descriptions listed below list

Committee Positions: These are vital to the continuation of the festival in its present form.

- Grounds Committee Chair (2)
- Treasurer (1)
- Children's Committee Member (2)
- General Booths Committee Chair (1)
- Beverage Committee Chair (2)

Additional General Festival Positions: Require less time than committee positions but time prior to or during festival weekend

- Makers Market Coordinator (1)
- Bid-N-Buy Coordinator (1)
- Volunteer T-shirts Coordinator (1)
- High School Volunteer Outreach Coordinator (1)
- Groups & Organizations Volunteer Coordinator (1)
- Set-up Coordinator (1)
- Clean-up Coordinator (1)
- Maintenance Coordinator (1)
- Sign-up Weekends Coordinator (1)
- Sponsorship Committee Assistant (1)
- Yard Signs & Church Announcements Volunteer (1)
- Cash Room Coordinator (1)
- Jewelry Re-Sale Assistant (1)
- Parking Coordinator (1)
- Morning Grounds Monitor (1-2) 7-11 AM Friday -Sunday
- Mid-day Grounds Monitor (1-2) 11 AM – 3 PM Saturday and Sunday

Positions that require multiple volunteers

- ❖ General Pre-festival "On Call" Volunteers (5+)
- ❖ Set-up Volunteers (10+)
- ❖ Parking Lot Attendants (6+)
- ❖ Clean-up Volunteers (10+)

Specific Booth related positions:

- Fryer Coordinator (1)
- Beer Booth Shift Coordinator (1)
- Craft Beer Booth Shift Coordinator (1)
- Chuck-A-Luck Booth Shift Coordinator (1)
- Fat Cats Booth Shift Coordinator (1)
- Roll-a-score Booth Shift Coordinator (1)
- Wheel of Candy Booth Shift Coordinator (1)
- Hole-in-One Shift Coordinator

Open Volunteer Position Descriptions

Committee Positions: These are vital to the continuation of the festival in its present form.

- **Grounds Committee Chair (2)**
 - Attend monthly committee meetings, oversee and manage grounds from set up to tear down.
- **Treasurer (1)**
 - Attend Committee meetings, manage budget, work with Parish Business Manager to manage payments, prepare and coordinate distribution of festival dollars, prepare/assist cash room coordinator
- **Children's Committee Members (2)**
 - Attend monthly committee meetings, oversee/manage Children's booths
- **General Booths Committee Chair (1)**
 - Attend monthly committee meetings, oversee Jewelry Re-sale and Bid-N-Buy
- **Beverage Committee Chair (2)**
 - Attend monthly committee meetings, oversee/manage alcohol, volunteer beer, and non-alcoholic beverages

Additional General Festival Positions: Require less time than committee positions but time prior to or during festival weekend

- **Makers Market Coordinator (1)**
 - Advertise event, find and coordinate Makers Market Vendors, manage Vendor contracts and payments, setup layout of vendor spaces, facilitate and oversee vendor booth setup
- **Bid-N-Buy Coordinator (1)**
 - Coordinate Bid-N-Buy process, set-up, merchandise, and volunteers
- **Volunteer T-shirts Coordinator (1)**
 - Coordinate design competition with school art teacher, place order, distribute
- **High School Volunteer Outreach Coordinator (1)**
 - Contact local Catholic High Schools to recruit volunteers for approved positions
- **Groups & Organizations Volunteer Coordinator (1)**
 - Communicate and coordinate with Parish organizations who run particular booths (see below), facilitate in finding volunteers if needed, manage/verify block sign-ups
 - American Heritage Girls – Kids Corral
 - Girl Scouts – Bottle Stand Up Booth
 - Cub Scouts – Ring Toss Booth
- **Set-up Coordinator (1)**
 - Lead set-up volunteer, work with Grounds Committee Chairs to complete set-up tasks, coordinates set-up volunteers, facilitate finding additional volunteers if needed
- **Clean-up Coordinator (1)**
 - Lead clean-up volunteer, work with Grounds Committee Chairs to complete clean-up tasks, coordinate clean-up volunteers, facilitate finding additional volunteers if needed

- **Maintenance Coordinator (1)**
 - Lead maintenance volunteer, present nightly or provides a suitable alternative to stand in as lead volunteer – a lead volunteer needs to be present at every shift each night, coordinate parking lot attendants and first-aid volunteers, facilitate finding additional volunteers if needed, attend to any bathroom mishaps
- **Sign-up Weekends Coordinator (1)**
 - Confirm 1-2 people present at volunteer sign-up table each sign-up weekend, enter volunteers who aren't able to sign-up online, communicate rules and SafeParish requirements
- **Sponsorship Committee Assistant (1)**
 - Assist Sponsorship Chairs in finding sponsors and communications regarding sponsorships, develop relationships with past sponsors
- **Yard Signs & Church Announcements Volunteer (1)**
 - Order and set up Festival advertisement yard signs, manage Festival church announcements
- **Cash Room Coordinator (1)**
 - Prepare cash boxes, coordinate cash collection and cash collectors
- **Jewelry Re-Sale Assistant (1)**
 - Assist Jewelry Coordinator, help with set-up, tear down and sales over the weekend
- **Parking Coordinator (1)**
 - Facilitate the parking lot attendants by recruiting and explaining the organization of parking in both the church and field lots to volunteers, assuring that they have needed supplies, communicate with officers on duty concerning any issues that may arise.
- **Morning Grounds Monitor (1-2)**
 - Relieve overnight security, facilitate any pick-up or deliveries that may occur, and be present on the festival grounds from 7-11 AM Friday-Sunday
- **Mid-day Grounds Monitor (1-2)**
 - Relieve morning Grounds Monitor in facilitation of pick-up or deliveries from 11 AM - 3 PM Saturday and Sunday

Positions that require multiple volunteers

- **General Pre-festival "On Call" Volunteers (5+)**
 - "On Call" to help as needed whenever available
- **Set-up Volunteers (10+)**
 - Assist in setting up the Festival grounds
- **Parking Lot Attendants (6+)**
 - Facilitate parking lot
- **Clean-up Volunteers (10+)**
 - Assist in cleaning up the festival grounds nightly and the Monday following the festival

Specific Booth related positions

- **Fryer Coordinator (1)**
 - Manage fryer, coordinate volunteers for all shifts

- **Beer Booth Shift Coordinator (1)**
 - **Lead volunteer for booth, present nightly or provides a suitable alternative to stand in as lead volunteer -a lead volunteer needs to be present at every shift to pick up cash box, explain how to work the booth, answer any questions, and return cash box**
- **Craft Beer Booth Shift Coordinator (1)**
 - **Lead volunteer for booth, present nightly or provides a suitable alternative to stand in as lead volunteer -a lead volunteer needs to be present at every shift to pick up cash box, explain how to work the booth, answer any questions, and return cash box**
- **Chuck-A-Luck Booth Shift Coordinator (1)**
 - **Lead volunteer for booth, present nightly or provides a suitable alternative to stand in as lead volunteer -a lead volunteer needs to be present at every shift to pick up cash box, explain how to work the booth, answer any questions, and return cash box**
- **Fat Cats Booth Shift Coordinator (1)**
 - **Lead volunteer for booth, present nightly or provides a suitable alternative to stand in as lead volunteer -a lead volunteer needs to be present at every shift to pick up cash box, explain how to work the booth, answer any questions, and return cash box**
- **Roll-a-score Booth Shift Coordinator (1)**
 - **Lead volunteer for booth, present nightly or provides a suitable alternative to stand in as lead volunteer -a lead volunteer needs to be present at every shift to pick up cash box, explain how to work the booth, answer any questions, and return cash box**
- **Wheel of Candy Booth Shift Coordinator (1)**
 - **Lead volunteer for booth, present nightly or provides a suitable alternative to stand in as lead volunteer -a lead volunteer needs to be present at every shift to pick up cash box, explain how to work the booth, answer any questions, and return cash box**
- **Hole-in-One Shift Coordinator**
 - **Lead volunteer for booth, present nightly or provides a suitable alternative to stand in as lead volunteer -a lead volunteer needs to be present at every shift to pick up cash box, explain how to work the booth, answer any questions, and return cash box**