

Volunteer Position Job Description

Job Title:

Grade 7 Grad Bingo Night Team Leader

Purpose:

Oversee all aspects of Bingo Night Fundraiser

Location:

Crescent Park School

Key Responsibilities:

- Recruit and supervise volunteers
- Oversee popcorn and concession
- Source vendors as required
- Work with Grade 7 Grad Committee Chairperson to determine requirements and protocols
- Produce report to Chairperson on funds raised and lessons learned

Reports to:

Grade 7 Grad Committee Chairperson

Length of Appointment:**Time Commitment:**

- A few hours to plan and organize event and source vendors, volunteers etc.
- On-site during event to supervise

Qualifications:**Support:**

PAC Volunteer Coordinator can help with recruiting volunteers