

## Volunteer Position Job Description

**Job Title:**

**Staff Appreciation Lunch Coordinator**

**Purpose:**

To provide a pot luck style lunch to teachers as a show of appreciation for all they do for our children during the school year.

**Location:**

School Kitchen

**Key Responsibilities:**

- recruit parents to provide pot luck style food for the staff appreciation lunch
- ensure there is a varied menu and vegetarian options
- follow food safe guidelines and ensure that food is stored properly
- set up lunch buffet for teachers and clean up afterwards

**Reports to:**

PAC exec

**Length of Appointment:****Time Commitment:**

A few hours the morning of the lunch.

**Qualifications:**

Food Safe knowledge helpful

**Support:**