

**JOB SUMMARY:**

Reporting to the Parks and Recreation Customer Service Representative, the Parks and Recreation Artisan Market Volunteer will assist with the successful delivery of Party in the Park.

The Artisan Market Volunteer will assist the Parks and Recreation Customer Service Representative with the set-up and delivery of the Artisan Market, including supporting the vendors.

**IMMEDIATE SUPERVISOR:**

Parks and Recreation Customer Service Representative

**STATUS:**

Volunteer

**HOURS**

1:00 – 5:00 p.m.

**KEY DUTIES & RESPONSIBILITIES:**

- a) Assist with vendor set-up prior to the event.
- b) Ensure vendors' needs and concerns are addressed prior to the start of the market.
- c) Report any issues/concerns to Parks and Recreation Customer Service Representative as needed.

**REQUIREMENTS:**

- a) Volunteers must be 14 years of age or older.
- b) Volunteers under the age of 18 must have parental consent.

## **QUALIFICATIONS:**

- a) Polite and friendly – personable
- b) Able to work independently and in a team setting
- c) Able to take directions
- d) Comfortable bending and lifting
- e) Willingness to work with the public

## **COMPENSATION**

- a) Community Involvement Hours
- b) Snacks and drinks will be provided throughout the day.
- c) Helping others and personal satisfaction

*Updated: June 23, 2023*