



Hospitality Volunteer

A hospitality volunteer welcomes families and serves meals during Bo's Place grief support groups. Volunteers are assigned to a specific group, some of which meet twice a month and some for 9 weeks consecutively. Hospitality volunteers report directly to the Volunteer Manager. Questions and concerns during the volunteer experience should be addressed to the Volunteer Manager and/or Group Coordinator for their assigned shift.

Requirements:

- Be at least 18 years old (15 years old if accompanied by a legal guardian)
- Complete a Hospitality Volunteer application
- Pass an annual background check

Responsibilities:

- Volunteer on a regular basis and arrive on time to assigned volunteer shift
- Notify the Volunteer Manager as soon as possible if unable to attend a shift
- Adhere to Bo's Place dress code guidelines
- Arrive at Bo's Place to prepare the kitchen for dinner:
 - Monday - Thursday: 5:45 pm
 - Saturday: 9:00 am
- Follow "Hospitality Volunteer Procedures" document displayed in kitchen
- Sign in and find nametag
- Place all serving utensils at food stations and prepare beverages
- Greet and sign-in families as they arrive and collect their potluck items
- Warm up, slice, and mix food as necessary
- Place all food in Bo's Place serving dishes and include utensils
- Invite families to begin eating
 - Monday – Thursday: 6:15 pm
 - Saturday: 9:30 am
- Package leftover food and label with date
- Clean dishes and wipe down kitchen
- Additional tasks as requested by Volunteer Manager



where hearts are healed.