



Town of Midland – Volunteer Job Description

Volunteer Position: Contest Logistics Coordinator, Ontario's Best Butter Tart Festival

Openings: One (1)

Department: Community and Growth – Culture and Community

Reports To: Event Coordinator

Schedule: June 8, 2024, 8:00am – 4:00pm

Position Summary

Reporting to the Event Coordinator, the Contest Logistics Coordinator will ensure that the butter tart contest as part of Ontario's Best Butter Tart Festival runs efficiently in the contest preparation area.

A volunteer T-shirt, re-usable water bottle and lunch voucher will be provided.

Duties & Responsibilities

- Coordinates and organizes the butter tarts for judging.
- Updates when tarts are eliminated from the contest and tracks which ones are moving forward.
- Delegate tasks to other volunteers to ensure things run smoothly.
- Works cooperatively with festival staff, volunteers and Midland Cultural Centre staff.

Qualifications and Requirements

- Ability to deal with problems on the spot.
- Excellent organizational skills.
- Management skills.

Effort/Physical Demands

- Physical demand requires standing, sitting, and walking.
- Visual attention for health and safety compliance and personal safety while performing volunteer duties.

Working Conditions

- This position works indoors at the Midland Cultural Centre.