



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 Tourism
Reports To:	Event Coordinator
Schedule:	June 13, 2026, 8 a.m. to 4 p.m.

Position Summary

Reporting to the Event Coordinator, the Contest Logistics Coordinator will ensure that the Egg Farmers of Ontario Butter Tart Contest runs efficiently in the contest preparation area.

A volunteer T-shirt, reusable 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.
- Delegates 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.