



**Volunteer Position Title:** Fund-A-Meal/Donation Roamer  
**Event:** Dixonlicious

**Location:** Ada Saight Hall – Daniels Spectrum, 585 Dundas St E  
**Reports to:** Angela Mazza, Manager, Individual Giving

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**POSITION SUMMARY:** Fund-A-Meal/Donation Roamers mix and mingle with the guests, encouraging them to donate to the food programs at Dixon Hall by making a one-time “Fund-A-Meal” donation. Volunteers thank guests for their attendance, engage in conversation, and answer questions about the agency and its food programs.

**# OF AVAILABLE POSITIONS:** 6

**QUALIFICATIONS:**

- Out-going and enthusiastic; comfortable engaging people in conversation.
- Excellent communication and interpersonal skills; customer service experience an asset.
- Fluency in verbal English; other languages an asset.
- Ability to work independently with minimal supervision.
- Must be a minimum of 19 years of age or older (*licensed event*).

**REQUIREMENTS**

- Complete a volunteer application form

**MAJOR RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:**

- Thank each guest for attending and ensure they are enjoying the event.
- Share with guests the importance of the food programs at Dixon Hall and the impact they have on people in the local community.
  - *Review training materials provided before event to be able to speak to the need and answer questions*
- Encourage guests to make a “Fund- a Meals” donation.
  - Have guests complete donation pledge card completely including preferred method of payment
- Deliver completed donation cards to the Auction Cashier.

**EVENT DETAILS**

- Wednesday March 29, 2017 from 5:30pm - 7:30pm (arrive at 5:30pm for orientation and training)
- Team Leader: Angela Mazza
- Dress code: Dressy (blouse, slacks, dress, skirt, dress shirt) and comfortable shoes: no jeans

**BENEFITS**

- Opportunity to engage guests in the life and work of Dixon Hall
- TTC Tokens provided upon request (*max. 2 tokens per volunteer*)

**For more information, and to apply, please contact:**

Heather Johnson  
Manager, Volunteer Program and Human Resources  
416-863-0499 ex. 3225 [volunteer@dixonhall.org](mailto:volunteer@dixonhall.org)

