

Taste of India 2026 | Volunteer Jobs

	<b>Thursday, April 9th</b>	
<b>After club meeting</b> 1 Volunteer min	- Podium, nametags and flags (bring from Kelly O's to Storage unit)	_____
	<b>Saturday, April 11   MORNING SET UP</b>	
<b>Storage Unit</b> <b>8:30am</b> 3 Volunteers min	- Collect ALL Taste of India BINS from the storage unit + podium, nametags, flags and bring them to the Hall	Meet Tasha _____ _____ _____
<b>Hall Set Up</b> <b>9:00am-1pm</b> 10 Volunteers min	<ul style="list-style-type: none"> <li>- Arrange chairs properly around tables</li> <li>- Put white linen and table runner on each round table</li> <li>- Put centerpieces on tables + a set of salt/pepper</li> <li>- Set out 10 settings per table                             <ul style="list-style-type: none"> <li>- 1 salad plate, knife, dinner fork, spoon, salad fork, napkin, water glass</li> </ul> </li> <li>- Install elephants &amp; columns &amp; put up Orange Windssocks</li> <li>- Set up buffet tables, coat check racks, registration tables &amp; Door Prize tables, coffee station and dessert table white linen on them all</li> <li>- Wine Wall Set Up</li> </ul>	_____ _____ _____ _____ _____ _____ _____ _____ _____
<b>Auction Set Up</b> 3 Volunteers min	<ul style="list-style-type: none"> <li>- Set up silent auction tables w/ white linen skirting to the floor in the front</li> <li>- Arrange silent auction items with QR codes/bid info sheets</li> </ul>	Geoff O. _____ _____ _____
	<b>Saturday, April 11   DURING EVENT</b>	
<b>Registration Table</b> <b>6pm-9pm</b> 2 Volunteers	<ul style="list-style-type: none"> <li>- <b>Tasha &amp; Melissa: 5-6pm &amp; 9-10pm</b></li> <li>- Run cash &amp; debit machine; Sell Bar Tickets, wall of wine, final payments for Auction</li> </ul>	_____ _____ _____

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<p><b>Donation Spotters</b>  <b>7:30pm-8pm</b>          4 volunteers</p>	<ul style="list-style-type: none"> <li>- Spotters for Bid for Beds &amp; Backpack Auction</li> </ul>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p><b>Wall of Wine</b>  <b>9pm-10pm</b>          3 Volunteers</p>	<ul style="list-style-type: none"> <li>- Wine Wall: hand out wine at the end of the evening</li> </ul>	<p>Jane</p> <p>_____</p> <p>_____</p>
<p><b>Fundraising Sales</b>  <b>6:30pm-7:15pm</b>          2 Volunteers</p>	<ul style="list-style-type: none"> <li>- Walk around the venue and sell 50/50 tickets + Jewelry boxes</li> <li>- During dinner time</li> </ul>	<p>_____</p> <p>_____</p>
<p><b>Kitchen Dish Pit</b>  <b>4:45pm-9:45pm</b>          2 Volunteers</p>	<ul style="list-style-type: none"> <li>- Youth ambassador liaisons</li> </ul>	<p>Willie</p> <p>_____</p>
<p><b>Sunday, April 12   TAKE DOWN</b></p>		
<p><b>Take Down</b>  <b>9am-11am</b>          8 Volunteers min.          + FREEDOMS          DOOR</p>	<ul style="list-style-type: none"> <li>- Take down tables and stack chairs</li> <li>- Remove centerpieces, elephants and other rotary items and store in proper bins</li> <li>- Dirty Linen in proper linen bags for cleaning</li> <li>- Sweep floor</li> <li>- Separate rental items for return to Avalon</li> <li>- A few trucks &amp; volunteers needed to return TOI bins to the Rotary storage unit</li> </ul>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p><b>Washing linens</b>          4 Volunteers min.</p>	<ul style="list-style-type: none"> <li>- Wash/Fold 1-2 x bag <b>White Table Linen</b>, store in bin &gt; bring to next club meeting</li> <li>- Wash/Fold 1-2 x bag <b>Cloth Napkins</b>, store in bin &gt; bring to next club meeting</li> <li>- Wash/Fold 1 x bag <b>Table Runners</b>, store in bin &gt; bring to next club meeting</li> <li>- Wash/Fold 1 x bag <b>Organza Sashes</b>, store in bin &gt; bring to next club meeting</li> </ul>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>