



Bruce Trail Club Volunteer Position Description

Social Convenor/Coordinator

Organize refreshments for events and social meetings

Essential Elements:

- Read Volunteer Orientation Manual.
- Provide assistance to event planners
- Organize people to prepare refreshments
- Ensure refreshments are delivered or picked up on day of event

It is helpful to have:

- Outgoing people person
- Good communication skills
- Ability to motivate people