

KVMF Coordinator Job Description
Hospitality

Role:

- To oversee facilities, supplies (purchased and donated), and food preparation required for work bees and the festival weekend
- Running the kitchen
- Assembling a team of assistant coordinators as desired/required
- Creating a schedule of food prep, serving and clean up volunteers for each meal.
- Holding a cooking bee and baking bee as part of the work bee weekends prior to the festival.

Requirements:

- Excellent culinary skills
- Current Foodsafe certificate
- Excellent time management skills
- Ability to delegate and schedule effectively
- Flexibility
- Attending meetings and or reporting to board of directors as requested