Volunteer Job Description:  *Traditional Monthly Teas & Holiday Tea Volunteers Needed!*

**Description/Purpose**
Volunteers are needed to help lend a special touch to the Arboretum’s Traditional and Holiday Teas. With a menu of delicious scones and pastries, sweets and savories, guests are sure to enjoy this special Arboretum treat! More information found here.

**Responsibilities**
- Help set up the Tea Room and prepare for guests
- Serve tea and sweets to guests
- Help with clean up

**Required Skills/Tasks**
- Must be available to work at least one of the following shifts (see Time Commitment and Schedule Details below)
- Friendly, courteous, outgoing
- Able to be on your feet for several hours
- Some light to moderate carrying and lifting required

**Time Commitment and Schedule Details**
Must be available to work at least one of the following shifts:

**Traditional Monthly Teas**
*2:30-4 p.m.
**Tea Room, Snyder Building**
Second Wednesday Each Month:
2015: Nov. 11

**Holiday Teas 2014**
*2:30-4 p.m.
**Tea Room, Snyder Building**

*Actual tea times are 2:30-4 p.m. in the Snyder Tea Room, but volunteers are required to come early for set up and stay a bit after to help with clean up.*

**Benefits**
Help families and friends continue old traditions or make new ones by enjoying the traditional holiday teas! Enjoy the spirit of the holidays and make new friends!
Work Environment:

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<td>Outdoors</td>
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<td>Working as part of a team</td>
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How to Apply for this Opportunity

If you are currently an Arboretum Volunteer and would like to apply for this opportunity, please contact the staff supervisor listed below.

Staff Supervisor & Contact Information:
Kristyn Wade, Arboretum Catering and Events Manager
wadex170@umn.edu

To become an Arboretum Volunteer, you first need to complete the Arboretum Volunteer Application Form and participate in a New Volunteer Orientation. To get started please visit our website www.arboretum.umn.edu and click on the “Support Us” icon.