



## Training Instructions - Greeters

### Reminders for all event volunteers:

1. **ALWAYS WEAR A HAIRNET** when in the packaging room.
2. **ALWAYS SANITIZE your hands and put on a clean pair of gloves when working with food or utensils that touch food, and repeat as needed when switching between jobs.**
3. Be attentive to any volunteer who is feeling ill, overheating, appears lightheaded or is having a possible allergic reaction. Have them sit down in the nearest chair if possible and **IMMEDIATELY NOTIFY an Event Lead wearing a tie-dyed shirt.**
4. Watch your step, no horse play, no running and please mind your fingers and toes.

### Greeters:

#### **General**

1. All loose items (purse, jackets, drinks, etc.) should be left in vehicles and not brought into the training session or packaging rooms.
2. Any necessary personal items (keys, phones and credit cards/cash) should be securely tucked into pockets.
3. All jewelry should be removed and hair should be completely restrained inside hairnet/beard restraint prior to leaving the training room.

#### **Other duties dependent upon station:**

1. Remind volunteers of **General items 1-3** above as needed.
2. Direct volunteers to check in area downstairs and answer questions as needed.
3. Check volunteers in as they arrive and hand out stickers.
4. Hand out hairnets and beard guards.
5. Hand out bandages for any hand cuts/sores.
6. Hand out zipper bags for jewelry.
7. Manage traffic into and out of the training corral.
8. Ensure volunteers are correctly attired to enter the packaging room.
9. Organize volunteers and take photos at event photo taking stage.
10. Organize and sell merchandise at the merchandise booth.
11. Verbally thank volunteers upon exiting the event.