

Building Liaison Job Description

Summary

WESO will utilize Pioneer High School on two dates:

- Friday, April 22, 2022 for event setup
- Saturday, April 23, 2022 for event day management and teardown

Tasks

Individuals in this position will work with committee members to:

- help WESO comply with building use rules as set forth by Pioneer administration
- assure that materials are distributed to appropriate rooms
- help set up classrooms, hallways, and public spaces
- help direct other volunteers to appropriate locations
- help ensure that only designated tournament day entrances and exits are being used and that unauthorized people are not entering the building
- help clean up/tear down all WESO materials, signs, trash, etc. at the end of the tournament
- ensure the building is left in expected condition

Requirements

This position requires extensive walking/stair climbing and lifting of tables/chairs/other equipment (up to 40 lbs). Familiarity with Pioneer High School is not required.