

## HOSPITALITY TEAM

PURPOSE: Maintain our various VIP rooms

NUMBER OF VOLUNTEERS NEEDED: 5

COMMITMENT LEVEL: Minimum: 6 hours  
Maximum: Throughout conference dates

SHIFTS TO BE FILLED: June 29, 2008 (Sunday): 6PM-10PM  
June 30, 2008 (Monday): 8AM-10PM  
July 1, 2008 (Tuesday): 8AM-10PM  
July 2, 2008 (Wednesday): 8AM-10PM

REPORTS TO & WORKS WITH: Operations Staff & Volunteers Coordinator

OVERVIEW: There are certain rooms assigned to certain VIP people associated with NA 2008 conference. Such rooms include the speakers' lounge, coordinators' lounge, and volunteers' lounge. The hospitality team will maintain the cleanliness and provisional aspects of these rooms so that VIPs, like our volunteers, have a nice and comfortable place to chill.

RESPONSIBILITIES (include but not limited to):

- Maintain VIP rooms
- Display welcome hospitality to VIPs
- Available for other miscellaneous needs