



## Tomato Festival Volunteer Jobs

The Kendall-Jackson Heirloom Tomato Festival annually hosts more than 2,600 guests in tasting tomatoes, wine, and tomato treats, and in learning more about wine, cooking, and pairing wines with foods. **In 2009 the Heirloom Tomato Festival is Saturday, September 12, from 11 a.m. to 4 p.m. at the Kendall-Jackson Wine Center.**

Our volunteers are what allow us to create this wonderful event for The School Garden Network. We are incredibly grateful to all of our volunteers for your efforts to make this the best event possible!

In order to make this the best possible experience for **you**, please look at the job descriptions carefully and choose a job that you will be able to accomplish and enjoy for a full, four-hour shift.

**The following crews still had openings as of June 25.**

**The following jobs all require lifting 50-pound cases of wine, racks or cases of glasses, and/or cases of tomatoes, or they involve uncorking dozens of wine bottles very quickly.**

**Clean Up Crew:** This is a busy job, stacking chairs and tables, moving water jugs, bagging linens, rolling garbage cans to central locations, returning kitchen equipment to the kitchen, putting leftover supplies in storage. One shift: 3:30 p.m. to 7:30 p.m., 4 people needed.

**Seminars:** You will clear and set 100-seat seminar areas during a 15-minute turn-over break. You will need to carry racks of glasses,

open lots of wine bottles quickly, and act as host to our guests. Shift: 1 to 5 p.m.

**KJ Culinary Team Assistant:** You will be helping our chefs prepare and plate tasty foods, serve the guests, pour paired wines, and keep the table pretty. Shift: 1 to 5 p.m.

**The following jobs require standing, sometimes in sun, for most of the shift. All are fast-paced, customer sales or service jobs. There may be some lifting of wine cases or cases of glasses or tomatoes; there may be food handling, there may be money handling.**

**Guest Check In:** You will be welcoming our 2,600 guests, who arrive by the hundreds in waves. You will be taking tickets, fastening their wristbands on, and giving them their wine glasses and trays. You will also be answering questions. Shift: 1 p.m. to 5 p.m. 10 people needed.

**Lunch Assistant:** You will help serve your fellow volunteers lunch. You will keep the food trays full and the dining tables cleaned up and pretty. One shift: 10:30 to 2:30 p.m. 6 people needed.

**Vendor Assistant & Runners:** You will be assisting the restaurants and food suppliers who are offering tastes to our guests. You may be portioning samples, cleaning a table, cooking, slicing or pouring. You will be running to the supply tent for paper products, ice in 20 pound sacks, cups or forks, or getting other supplies for the vendors. Shift: 1 p.m. to 5 p.m., number needed depends on number requested by vendors.

**Green Team Hosts:** You will be assisting our guests in finding the best place for their trash, or recycling. We want to recycle as much as possible. Two shifts: 9:30 a.m. to 1:30 p.m. and 1 p.m. to 5 p.m. 6 people needed per shift.

**Vendor Check In:** You will be checking in vendors and helping them find their locations. You will be working with the vendor database and a map. One shift: 8:30 a.m. to 12:30 p.m., 2 people needed.

**Volunteer Check In:** You will be checking in our volunteers and giving them their wristbands, glasses and trays. You will be working with database lists and lots of people at once. Shift: and 1 p.m. to 5 p.m. 4 people needed.

**Tomato Slicers:** You will be cutting up tomatoes for tasting. Your knife skills should be quick and sure. Shift: 1 p.m. to 5 p.m.

**For all positions, the first 30 minutes to one hour may be a set up hour and very important; or the last hour, is tidy up and stack things, and equally important. Please plan on working your full shift.**

All volunteers are invited to enjoy the festival either before, or after their shift.

**Volunteer Information Sheet**  
**13th Annual Kendall-Jackson Heirloom Tomato Festival**  
**Saturday, September 12, 2009 • Kendall-Jackson Wine Center**

Name \_\_\_\_\_ Date \_\_\_\_\_

Home Phone \_\_\_\_\_ Home Address \_\_\_\_\_

Work Phone \_\_\_\_\_ City & Zip \_\_\_\_\_

Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Relationship to K-J or this festival \_\_\_\_\_

Number of years you have volunteered for this festival (not including this year) \_\_\_\_\_

Jobs you have done in the past \_\_\_\_\_

**PLEASE NOTE that the Job/Shift selection system has changed. Please review the enclosed job descriptions to be sure to sign up for a job you will be happy completing.**

Job/Shift\* you request this year Please just list the job & shift **NUMBER from the back, or following page, of this form**

Your First Choice Job & Shift Number \*\* \_\_\_\_\_

Your Second Choice Job & Shift Number\*\* \_\_\_\_\_

Your Third Choice Job & Shift Number\*\* \_\_\_\_\_

\*\* We will make every effort to place you in your first choice job, however, we will have to give some volunteers their second or third choices., so please choose carefully.

Please list any special requests, things we need to know about your work needs, etc.

\_\_\_\_\_  
\_\_\_\_\_

Are you car-pooling or volunteering with people who will need the same work shift?

Please list their names here: \_\_\_\_\_

\_\_\_\_\_

Circle your Tee-Shirt size please:      S      M      L      XL      2XL

*As a volunteer I understand that I am perceived to be a representative of the School Garden Network and the Heirloom Tomato Festival and will act accordingly, focusing on safety, customer service, and providing an entertaining event for our guests. I further agree to read the volunteer handbook, follow the guidelines and policies of the School Garden Network and the Heirloom Tomato Festival described therein. In volunteering for the Heirloom Tomato Festival, I realize that there may be certain inherent risks involved. In the event of injury to myself, I hereby hold harmless the School Garden Network, the Heirloom Tomato Festival, Kendall-Jackson Winery and Wine Center, Festival sponsors, and their employees, agents, and contractors.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please FAX back to 866-332-3874 Attention Toni**  
**Or Mail to Toni Bodenhamer, Volunteer Coordinator**  
**Heirloom Tomato Festival**  
**2360 Mendocino Ave, Suite A2-140, Santa Rosa, CA 95403-3154**  
**Questions: Please call Toni at 707-542-5803**

**Please choose your job from this list.  
Please take care to make sure you will be able  
to perform the necessary tasks of the job.**

The following jobs require ability to **lift heavy objects such as 50-pound cases of wine or tomatoes, racks of glasses, bags of ice, and to quickly uncork wine bottles. Please carefully review the more detailed job description attached. If you cannot lift cases of wine, or quickly uncork wine bottles, please sign up for another Job/Shift.**

Job/Shift Number	Job Title (Number of volunteers needed)	Shift Time
1.	Chef Challenge (4)	One Shift Only: 10:30 a.m. to 3 p.m.
2.	Overall Clean Up (8)	One Shift Only: 3 p.m. to 7:30 p.m.
<del>3.</del>	<del>Tent/Seminar (12)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m. (includes some set up)- FILLED</del>
4.	Tent/Seminar (12)	Second Shift, 1 p.m. to 5 p.m. (includes some clean up)
5.	Tomato Tent Clean Up (4)	One Shift Only: 3 p.m. to 7:30 p.m.
<del>6.</del>	<del>Vendor Runner (6)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m. (includes some set up)</del>
<del>7.</del>	<del>Vendor Runner (6)</del>	<del>Second Shift, 1 p.m. to 5 p.m. (includes some clean up)</del>
<del>8.</del>	<del>Wine Pouring (10)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m. (includes some set up)- FILLED</del>
<del>9.</del>	<del>Wine Pouring (10)</del>	<del>Second Shift, 1 p.m. to 5 p.m. (includes some clean up)</del>

The following jobs require **standing, in some sun, for most of the shift. All are fast-paced, customer sales, or service, jobs. There may be a little lifting, uncorking wine bottles, and/or food service with these jobs.**

Job/Shift Number	Job Title (Number of volunteers needed)	Shift Time
<del>10.</del>	<del>KJ Culinary Team Assistant (10)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m. (includes some set up)</del>
11.	KJ Culinary Team Assistant (10)	Second Shift, 1 p.m. to 5 p.m. (includes some clean up)
<del>12.</del>	<del>Guest Check In (20)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m. (includes some set up)- FILLED</del>
13.	Guest Check In (10)	Second Shift, 1 p.m. to 5 p.m. (includes some clean up)
<del>14.</del>	<del>Retail/Soda Water Sales (6)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m. (includes some set up)</del>
15.	Retail/Soda Water Sales (6)	Second Shift, 1 p.m. to 5 p.m. (includes some clean up)
<del>16.</del>	<del>Vendor Assistant (8-12)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m. (includes some set up)</del>
17.	Vendor Assistant (8-12)	Second Shift, 1 p.m. to 5 p.m. (includes some clean up)

The following jobs require the ability to **pay attention to immediate needs and quickly respond to changes. Volunteer Check in requires the ability to work with lists and databases as well as people. Tomato Slicing requires the ability to very quickly slice slippery tomatoes.**

Job/Shift Number	Job Title (Number of volunteers needed)	Shift Time
<del>18.</del>	<del>Volunteer Check In (2)</del>	<del>Early Shift, 6:30 a.m. to 11 a.m.- FILLED</del>
<del>19.</del>	<del>Volunteer Check In (4)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m.</del>
20.	Volunteer Check In (4)	Second Shift, 1 p.m. to 5 p.m. (includes some clean up)
<del>21.</del>	<del>Tomato Slicer (12)</del>	<del>First Shift, 9:30 a.m. to 1:30 p.m.</del>
<del>22.</del>	<del>Tomato Slicer (12)</del>	<del>Second Shift, 1 p.m. to 5 p.m.</del>
23.	Green Team (4)	First Shift, 9:30 a.m. to 1:30 p.m.
24.	Green Team (4)	Second Shift, 1 p.m. to 5 p.m.
60.	Any Open Job	Any Shift

**ALL PLEASE NOTE: If your selected shift times are no longer available when your application comes in, we will assign you to an open timeframe, in one of the jobs you have chosen, or we will give you a call. Early jobs fill fastest; you may wish to choose afternoon jobs.**

