2025 Spaghetti with the Sister Volunteer Roles and Descriptions

Meatball Volunteer
Your role is to help make the iconic SJA meatball! You will be assigned a station and given specific instructions at that station (eggs, onions, dry ingredient measuring, packing mixer, or roller). Each station represents a different step in the process of baking more than 5,000 meatballs needed for the event. ***Can be a seated task*.

Noodle Volunteer
Your role will be to work in the kitchen to pre-boil noodles. Tasks will include setting up the pots for boiling, boiling noodles based on the instructions given, and packaging noodles once cooked. Noodles are made in two batches; fully cooked for all pre-sale orders and partially cooked (boiled at half the time and then put in cold water to stop the cooking process) for day-of needs (they finish cooking in the sauce to serve day-of).

Note: Must be able to tolerate warm and humid environments – the kitchen is small and gets warm with multiple burners running nonstop!

Packaging Volunteer
Your role is to help pre-fill spaghetti orders – which includes packaging quarts of meatballs, quarts of sauce, and individual spaghetti meals (noodles and sauce/meatball bundles). You will be assigned to an area (i.e. meatballs, noodles, sauce), and your job will be to fill up the containers based on a sample set aside for demonstration. Tasks of labeling container lids, counting/filling carts, and moving products in and out of the cooler will also be included for these volunteers. ***Can be a seated task*

Pre-Event Set-Up
Your role will be to set up the cafeteria for our dining room guests and other key event areas (volunteer room, sales stations, carryout station, bussing area, and bar). Tasks will include setting each table (a sample table will be set), placing all needed items on all tables (table numbers, placemats, décor, etc.), setting the VIP table (onstage), setting up sponsor signage, setting up sales stations, and setting-up carryout distribution station. All needed supplies will be provided as well as guidance as to exact setup requirements.

Note: This is not a seated task and will require you to be on your feet for long periods of time. Some lifting may also be required.

Event Day Volunteer
We have multiple roles and statins that will need to be filled to take care of all guests we will serve on Spaghetti Day:

- **Bar:** Serve as a bartender in the dining room. Fulfill drink orders as the student waitresses bring them to you (Note: all beer and wine sales must be done at the bar and not delivered via a student). Keep the bar stock full (coffee, coolers of water, soda, milk). Work with the lower kitchen to replenish stock. This is a customer-facing role.

- **Bread/Salad Station:** Ensure bread is stocked (with butter) for student waitresses to take to tables; Keep salads/dressing also stocked based on demand in the dining room. Work with the lower kitchen to get more supplies if needed (or make/package more salad if required). ***Can be a seated role.*

- **Busser (SJA Students Only):** Will work to clean, clear, and re-set dining room tables. Take out the garbage as needed.

- **Bussing Supervisor:** Supervise the students assigned to bus tables. Ensure tables are cleared, cleaned, and re-set promptly. Ensure the bussing station supplies remain stocked, and that garbage cans are emptied when needed.

- **Cannoli Cart:** Sell cannoli to our guests in the dining room. Work with the lower kitchen to replenish stock as needed on the cart. This is a customer-facing role.

- **Carryout Fulfillment Lead:** Works with carryout team to fill carryout orders that arrive for pickup. Will read out the needs for every order and check every order for accuracy before it is handed off to a runner for delivery. ***Can be a seated role.*

- **Carryout Packing:** Will work to fulfill all carryout orders. Pre-sale orders will be chilled – day-of orders will be warm.

- **Carryout Packaging Lead:** Works to coordinate the pickup of all pre-sale orders. Will pull orders based on runner-reported info and hand order to be fulfilled. Help in coordinating the filling and delivery of those orders. Troubleshoots all pre-sale order issues. Works with the lower kitchen on communicating inventory needs of all items.

- **Carryout Runner:** Will greet cars, ask for order names, and run orders to/from the school to the customer's car. The greeter will also write the order name on a post-it notes and affix it to the passenger side window of the customer's car. This is a customer-facing role.

- **Carryout Sales:** Tasks are to sell/fulfill carryout orders to walk-up guests at the event. Specific instructions will be given at the station. This is a customer-facing role. ***Can be a seated role*.