

Hospitality

TEAM

TEAM LEAD

This person will be in charge of organizing volunteers to help at events, in the lobby, parent pick up and drop off.

FRONT DESK

This person will be in charge of the lobby area when classes are going on. This includes checking in/out students, answering parent questions, basic cleaning tasks and overall safety/supervision of the students.

PICK-UP/DROP-OFF

This person will be in charge of taking students to the designated exit door and staying with students until the parent comes to get them.

CLERICAL (3 HOURS MONTHLY)

This Job includes writing Birthday Postcards, copy papers, Merchandise Inventory, Prep materials for mailers/ events.
Organizing areas of the Center.

WHAT DOES THIS TEAM DO?

Oversee the lobby area and make families feel welcome.
Help with the Safety of the students at check in and check out

*V.I.P. hours as approved by VIP Coordinator will be credited toward your account.