



**Event: Friday, May 12, 2017, 6:30 p.m. – 9:30 p.m.**

## **Position: Guest Registration**

### **Organization overview:**

Massey Centre is a client-centered infant and early childhood mental health organization which supports pregnant and parenting adolescents, aged 13-25 and their babies residing at the Centre or in the community. They receive therapeutic treatment, and support 27/4 including: prenatal residential and postnatal transitional housing; maternal infant mental health programs; counselling; health care; on-site high school; Ontario Early Years' programs; Early Learning Centre, life skills; and community referrals.

### **Event overview:**

The 2<sup>nd</sup> Annual Cook for New Lives Gala will be a food journey and cooking competition as over 250 guests watch, sip wine, and savor sumptuous dishes prepared by aspiring female chefs mentored by some of our city's finest chefs. The event will feature celebrity chefs judging the creations. There will be a silent auction.

### **Responsibilities:**

- Welcome all guests warmly
- Check in guests in a streamlined, efficient manner
- Direct VIPs and sponsors to the Director, Resource Development
- Respond to questions from guests
- Upon completion of your shift, gather and pack up the registration desk materials
- Other tasks as required

**Location:** Atrium – George Brown College Centre for Hospitality & Culinary Arts  
300 Adelaide Street East, Toronto ON M5A 1N1

**Orientation session:** Thursday, May 4, 2017 (6:00 to 7:30 p.m.)

**Shift date:** Wednesday, May 12, 2016

**Shift time: Start time:** 5:30 p.m.

**End time:** 8:00 p.m.

**No. of volunteers needed:** 6

**Contact Information:** Paulett Ramsey  
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