

Requirements and Notes (each job is color coded for the type of duties or skills required)

Red jobs must follow FOOD HANDLING GUIDELINES - link for details > [Food Handling Guidelines](#).

Blue jobs requires the use of our SQUARE APP to process sales (training is provided) - link for details > [SQUARE app](#)

Yellow jobs are suitable for younger volunteers 8 – 12 years old (adult supervision required).

Purple jobs are setup, daily cleanup/washdown and teardown tasks. Some happen the week before and Monday following Ginza.

PRE-GINZA SETUP (SAT-AUG1)

AREA	Leader(s)	Work description	Date/Shift	Notes on this area
Setup Weekend	Jerry Matsumoto	About 20 volunteers to do full set up tasks. The Saturday before Ginza we will set up all booths, lighting, stage and food prep areas. There will be work for adults and children 12 and up.	AUG 1 from 10:00	Let us know your interest and availability and the leader will reach out to you.
Setup Evenings	Jerry Matsumoto	We will meet at 2pm on Wednesday and Thursday afternoons right before Ginza. Stage and booths.	AUG 5/6 from 2:00	Let us know your interest and availability and the leader will reach out to you.
Opening Day Final Touches	Jerry Matsumoto	FINAL TOUCHES: Chairs, trash cans, signs, booths	AUG 7 from 1:00	Let us know your interest and availability and the leader will reach out to you.

DURING-GINZA (FRI-AUG7 SAT-AUG8 SUN-AUG9)

To sign up for a shift:

- 1) Look over the list of Areas & Jobs
- 2) Decide which shifts you'd like to work
- 3) Fill out our Ginza Volunteer Form (link below)
 - note 1: You can sign up for you and your family on the form
 - note 2: You can sign up for more than one shift
 - note 3: There are 2 special areas AUG1 (setup) and AUG10 (cleanup)

>>> CLICK HERE TO VOLUNTEER <<<

Ginza Shifts:

- FRI: Friday Aug 7 from 4:30-8:30pm**
(open to customers: 5pm-8pm)
- SAT#1: Saturday Aug 8 from 10:30am-3pm**
(open to customers from 11am)
- SAT#2: Saturday Aug 8 from 2:30pm-8:30pm**
(closes to customers at 8pm)
- SUN#1: Sunday Aug 9 10:30am-2:00pm**
(open to customers from 11am)
- SUN#2: Sunday Aug 9 1pm-4:30pm (stay for cleanup if you can)**
(closes to customers at 4pm)

AREA & JOB	Leader(s)	Work description & requirements	AUG 7		AUG 8		AUG 9		Notes on this area	
			Friday Shifts		Saturday Shifts		Sunday Shifts			
Chicken Par Boil	Jim Chikaraishi	Par boil chicken, coordinate with Par boil and grill for movement of chicken. Req: Food Handling	Par Boil FRI 4:30-8:30		Par Boil SAT#1 10:30-3:00	Par Boil SAT#2 2:30-8:30	Par Boil SUN#1 10:30-2:00	Par Boil SUN#2 1:00-4:30	*Mostly staffed BUT you can still Volunteer if interested to learn this area.	
Chicken Grill	Greg Rivera and Ryan Toguri	Grill and cut chicken. Req: Food Handling	Chicken Grill FRI 4:30-8:30		Chicken Grill SAT#1 10:30-3:00	Chicken Grill SAT#2 2:30-8:30	Chicken Grill SUN#1 10:30-2:00	Chicken Grill SUN#2 1:00-4:30	*Mostly staffed BUT you can still Volunteer if interested to learn this area.	
Chicken Fill Orders	Nancy Rivera and Kristin Park	Plate Chicken or Veggie orders. Validate customer receipt. Req: Food Handling	Chk Orders FRI 4:30-8:30		Chk Orders SAT#1 10:30-3:00	Chk Orders SAT#2 2:30-8:30	Chk Orders SUN#1 10:30-2:00	Chk Orders SUN#2 1:00-4:30		
Chicken Sales Cashier	Matt Sipich	Sell Chicken or Veggie dinners using Square terminals. Req: Square Training	Chk Cashier FRI 4:30-8:30		Chk Cashier SAT#1 10:30-3:00	Chk Cashier SAT#2 2:30-8:30	Chk Cashier SUN#1 10:30-2:00	Chk Cashier SUN#2 1:00-4:30		
Corn Grill	Tom Rowland	Grill Corn. Req: Food Handling	Corn Grill FRI 4:30-8:30		Corn Grill SAT#1 10:30-3:00	Corn Grill SAT#2 2:30-8:30	Corn Grill SUN#1 10:30-2:00	Corn Grill SUN#2 1:00-4:30		
Corn Fill Orders	Kiku Taura and Kristin Park	Fill Corn Orders. Req: Food Handling	Corn Orders FRI 4:30-8:30		Corn Orders SAT#1 10:30-3:00	Corn Orders SAT#2 2:30-8:30	Corn Orders SUN#1 10:30-2:00	Corn Orders SUN#2 1:00-4:30		
Udon Kitchen Boil Noodles	Dean Katahira	Work in kitchen boiling Udon Noodles. Req: Food Handling	Volunteers needed week leading to Ginza							*Mostly staffed BUT you can still Volunteer if interested to learn this area.
Udon Kitchen Udon Prep	Kristin Park	Work in kitchen prepping Udon and toppings for outside. Req: Food Handling	Udon Prep FRI 4:30-8:30		Udon Prep SAT#1 10:30-3:00	Udon Prep SAT#2 2:30-8:30	Udon Prep SUN#1 10:30-2:00	Udon Prep SUN#2 1:00-4:30	* Ideal job for Dharma Shool or other young volunteers	
Udon Fill Orders	Linda Naito	Fill Udon Orders. Req: Food Handling	Udon Orders FRI 4:30-8:30		Udon Orders SAT#1 10:30-3:00	Udon Orders SAT#2 2:30-8:30	Udon Orders SUN#1 10:30-2:00	Udon Orders SUN#2 1:00-4:30	*Mostly staffed BUT you can still Volunteer if interested to learn this area.	
Corn-Udon Cashier	Kristin Park	Sell Udon and Corn orders using Square terminals. Req: Square Training	Udon Cash. FRI 4:30-8:30		Udon Cash. SAT#1 10:30-3:00	Udon Cash. SAT#2 2:30-8:30	Udon Cash. SUN#1 10:30-2:00	Udon Cash. SUN#2 1:00-4:30		
Refreshments Booth	Kristin Park	4-6 volunteers per shift to fill refreshments orders. Req: Food Handling . 2 adults per shift to sell using Square Terminals. Req: Square Training .	Refresh. FRI 4:30-8:30		Refresh. SAT#1 10:30-3:00	Refresh. SAT#2 2:30-8:30	Refresh. SUN#1 10:30-2:00	Refresh. SUN#2 1:00-4:30	* Ideal job for Dharma Shool or other young volunteers	

Shave Ice Operator	Albert Sora	Operate Shave Ice machines - heavy equipment should be operated by adult. Req: Food Handling	Shave Ice FRI 4:30-8:30	Shave Ice SAT#1 10:30-3:00	Shave Ice SAT#2 2:30-8:30	Shave Ice SUN#1 10:30-2:00	Shave Ice SUN#2 1:00-4:30		
Shave Ice Orders	Albert Sora and Kristin Park	Fill Shave Ice Orders. Req: Food Handling	S.I. Orders FRI 4:30-8:30	S.I. Orders SAT#1 10:30-3:00	S.I. Orders SAT#2 2:30-8:30	S.I. Orders SUN#1 10:30-2:00	S.I. Orders SUN#2 1:00-4:30	* Ideal job for Dharma Shool or other young volunteers	
Coleslaw Kitchen	Megan Nakano	Make and package cole slaw. Req: Food Handling	Coleslaw FRI 4:30-8:30	Coleslaw SAT#1 10:30-3:00	Coleslaw SAT#2 2:30-8:30	Coleslaw SUN#1 10:30-2:00	Coleslaw SUN#2 1:00-4:30	*Mostly staffed BUT you can still Volunteer if interested to learn this area.	
Kitchen (1) Dishwashing & wash rice	Dean Katahira	In kitchen, wash rice and wash pots, pans, and cooking utensils. Req: Food Handling	Kitchen 1 FRI 4:30-8:30	Kitchen 1 SAT#1 10:30-3:00	Kitchen 1 SAT#2 2:30-8:30	Kitchen 1 SUN#1 10:30-2:00	Kitchen 1 SUN#2 1:00-4:30		
Kitchen (2) Rice Cooking	Dean Katahira, Jennifer Toguri, Kari Chikaraishi	Cook Rice. Req: Food Handling	Kitchen 2 FRI 4:30-8:30	Kitchen 2 SAT#1 10:30-3:00	Kitchen 2 SAT#2 2:30-8:30	Kitchen 2 SUN#1 10:30-2:00	Kitchen 2 SUN#2 1:00-4:30		
Beer Booth	Sandra Inouye	Check IDs - Sales using SQUARE. Serve beer, sake & plum wine. Req: Must be 21 and follow guidelines: Food Handling - Square Training	Beer FRI 4:30-8:30	Beer SAT#1 10:30-3:00	Beer SAT#2 2:30-8:30	Beer SUN#1 10:30-2:00	Beer SUN#2 1:00-4:30	Minimum age of any Beer Booth volunteer is 21.	
General Helper - kitchen and outdoors	Kiku Taura	Empty garbage bins, clear dining tables, carry food and supplies, lift rice pots.	Helper FRI 4:30-8:30	Helper SAT#1 10:30-3:00	Helper SAT#2 2:30-8:30	Helper SUN#1 10:30-2:00	Helper SUN#2 1:00-4:30		
Raffle Booth	Joy Zavala	Sell raffle tickets at booth cash only (credit card sales supported by South Gate)	Raffle FRI 4:30-8:30	Raffle SAT#1 10:30-3:00	Raffle SAT#2 2:30-8:30	Raffle SUN#1 10:30-2:00	Raffle SUN#2 1:00-4:30	*Mostly staffed - Joy Z will reach out if volunteers are needed.	
ShopMBT & Snacks	Joy Zavala	Sell MBT Merchandise and Snacks. Req: Square Training	ShopMBT FRI 4:30-8:30	ShopMBT SAT#1 10:30-3:00	ShotMBT SAT#2 2:30-8:30	ShopMBT SUN#1 10:30-2:00	ShopMBT SUN#2 1:00-4:30		
WAZA Cashiers	Harumi Ichikawa	Support Waza artisan and record sales using Square. Req: must speak both English and Japanese - Square Training	WAZA FRI 4:30-8:30	WAZA SAT#1 10:30-3:00	WAZA SAT#2 2:30-8:30	WAZA SUN#1 10:30-2:00	WAZA SUN#2 1:00-4:30	*Mostly staffed BUT you can still Volunteer if interested to learn this area.	
North Gates Cashiers	Kiku Taura	Greet visitors; answer questions; collect entry donations - either cash or credit using SQUARE terminal. Req: Square Training	N. Gate FRI 4:30-8:30	N. Gate SAT#1 10:30-3:00	N. Gate SAT#2 2:30-8:30	N. Gate SUN#1 10:30-2:00	N. Gate SUN#2 1:00-4:30		
South Gate Cashiers	Kiku Taura	Greet visitors; answer questions; collect entry donations - either cash or credit using SQUARE terminal. Req: Square Training	S. Gate FRI 4:30-8:30	S. Gate SAT#1 10:30-3:00	S. Gate SAT#2 2:30-8:30	S. Gate SUN#1 10:30-2:00	S. Gate SUN#2 1:00-4:30		
DAILY KITCHEN WASHDOWN	Elaine Miyamura	We need 4 or 5 hearty volunteers to work in the kitchen to clean up the daily pile of pots, pans and utensils. YOU WILL BE REWARDED (knowing you are doing one of the more difficult jobs at Ginza).							VOLUNTEERS NEEDED
SUNDAY TEARDOWN	Outside	This is an ALL HANDS effort to tear down and clean up as much as we can starting right after the Raffle Drawing. PLEASE CONSIDER THE SAFETY OF GUESTS AND CHILDREN WHEN WORKING.							JUST STICK AROUND AND LEND A HAND!

POST-GINZA CLEANUP (MON-AUG10)

AREA	Leaders	Work to be accomplished	Date/Shift	Notes		
Post Ginza cleanup	Elaine Miyamura and Kiku Taura	Indoors and kitchen cleanup	AUG 10 From 10:00	Lunch provided		
Post Ginza cleanup	Jerry Matsumoto	Wash cooking equipment, pack garage, close up stage	AUG 10 From 10:00	Lunch Provided		