

## **Job Description Sharefest Foreman**

**Reports To:** Sharefest Site Manager

**Job Overview:** Oversees and directs volunteers at a specific site to ensure the tasks are done at that site on Sharefest Day.

### **Responsibilities and Duties:**

Meet with Site Manager to get the work plan for the area you will be directing on Sharefest day.

Attends Foreman meeting prior to Sharefest

Makes sure you have all materials and plants needed for your area at your site.

Make sure you understand what tasks need to be done and how to accomplish them.

Direct people to their tasks. Be sure the people are doing the work and you are leading.

### **Qualifications:**

Familiar with Sharefest organization

Comfortable with leading others to get work done.