



BEST Hospitality Training	Joan Abbot	jabbot@BESThtc.org
Major Events	Volunteer Opportunities	Things We Need
<p>Student graduations Dudley Square site BEST hosts job seeker training graduation events about four times a year, usually in the spring/summer. Graduations generally fall on a Friday at midday.</p> <p>End of March 2018 BEST will host another Mock Banquet designed to allow students completing a 70-hour intensive class in banquet service to use their new skills, enabling them to be better prepared to obtain work as banquet servers at partner hotels. BEST has invited TPC members to play the role of guest in this simulated banquet, during which we will be served a three-course meal...some real, some made of paper, and several wine varietals...made of water!</p>	<p>Mock interviewing: Job seeker students practice their interviewing skills while being videotaped. We need volunteers to act as hotel Human Resources interviewers. It's a 2.5- or 4-hour Wednesday AM commitment. The upcoming dates are January 7, March 7, April 4, May 2, and June 6.</p> <p>Volunteer tutors: This is a once a week commitment, usually 1-1.5 hours. Volunteers teach English and/or computer skills or help clients prepare for the US citizenship test.</p> <p>Boat trip volunteer coordinator: BEST seeks a volunteer to plan and coordinate a boat trip (kayaks, canoes?) for our students on the Mystic River, next to our Medford office.</p> <p>Volunteers to do Mock Job Interviews: Usually on a Wednesday in the spring. Also, looking for a connection with Tufts. The Medford site could really use a university connection.</p>	<p>Office supplies Charlie cards and grocery cards for job seeker students; emergency funds for clients in crisis; laptops; projector; bottled water and healthy snacks; t-shirts for job seeker students.</p> <p>Professional development membership and registration fees so BEST staff can attend professional development meetings (CWC, MCAE Network, TESOL, MATSOL, etc.)</p> <p>In-kind services</p> <ul style="list-style-type: none"> - Photography (staff portraits for website, student profiles, classroom action shots) - Videography (BEST classes in action and telling the story of client transformation) - Meeting space for tutors/tutees who want to meet in downtown Boston - Fundraising/event coordination - Graphic design/marketing material - Professional development for staff (Excel training, diversity, customer service, dealing with sticky situations, public speaking, etc.)