

Name:  
Student/Member ID:  
Course Requested:

Thank you for your interest in volunteering to be a Kitchen Assistant! We are excited to offer this opportunity to our students, and appreciate your contribution to our diverse food and wine program. In exchange for your assistance, Kitchen Assistants will have their course tuition waived (additional materials fees may still apply).

Positions are currently available for: All regular on-site food and wine classes; excluding WSET certificate courses & special events (i.e Italian Opera). Instructors reserve the right to refuse a Kitchen Assistant.

**Kitchen Assistants should meet the following criteria:**

- Must be 17 years of age or older, (Kitchen Assistants for BCAE wine courses must be 21 or older).
- A willingness to follow instructions.
- Comfort in lifting or standing for periods of time.
- Ease in using kitchen appliances and handling knives.

**Kitchen Assistants must adhere to the following guidelines:**

- Must arrive 30 minutes prior to class
- Must stay until everything is cleaned up, usually up to 1 hour
- Must provide payment in full (fees) at time of sign-up.
- Must assist with set-up, including food prep; assist with passing out course materials; clean up and put away food; wash dishes & utensils; return all cookware and supplies to pantry; disinfect counters and surfaces used; sweep floors; tie-up and take out garbage; other tasks as assigned by instructor. **Tasks will vary by class.**

\* Please note: Kitchen assistants should bring their own rubber gloves. No gloves are regularly supplied. Other cleaning supplies are provided.

The Kitchen Assistant will NOT be responsible for:

- Purchasing materials or supplies, creating photo copies, additional room set-up or change, or providing instruction to students.

Thank you again for your interest. Feel free to contact the Student Services Office at 617-267-4430 if you have any questions. Enjoy your class!

I have read and understand the above stated guidelines:

Student Signature

Date

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