

**SPECIALTY COFFEE**  
**EXPO**  
**Portland**  
**April 21-23, 2023**

**USCC Lead Roles**

**USCC Scorekeepers - 3 positions available**

**Key Responsibilities**

- Work in the team calculating and processing competition scores with USCC /SCA staff members.
- Follow the scorekeeping process as detailed in the guidelines made available to scorekeepers prior to the event.
- Compute total scores on the competition scoresheets.
- Insert scores in the Excel scorekeeping file.
- Make sure all information is complete on the scoresheets.
- Liaise with judges and staff to complete the work in a timely manner.

**Requirements**

- Confident with Excel and a calculator
- Good attention to details
- Is okay with sitting in front of a computer for most of the day.
- Experience with the role preferred but not required.
- Must be able to work a minimum of 2 days of the competition.

**Benefits**

- \$75 per day.
- Lunch provided onsite.
- Shared Hotel Room Included.

**USCTC Head Runner/ Stage Support – 1 position available**

**Key Responsibilities**

- Assist in unpacking and organizing supplies.
- Helping to brew coffee, take the coffee to stage, and assist clean up.
- Direct volunteers on stage where necessary.
- Ensure that the competition is running following the R&Rs.
- Keeps competition on schedule, liaising with the stage managers.
- Assist with clean up and break down of stage and backstage.

**Requirements**

- Experience as with competitions preferred, but not required.
- Available onsite from April 20 to April 23, for an average of 10 hours a day (detailed schedule will follow)

**Benefits**

- Lunch provided onsite.
- Shared Hotel Room Included.

**SPECIALTY COFFEE**  
**EXPO**  
**Portland**  
**April 21-23, 2023**

**USRC Head Runner/ Stage Support – 1 position available**

**Key Responsibilities**

- Assist in unpacking and organizing supplies.
- Assist stage managers with whatever they require.
- Direct volunteers on stage where necessary.
- Ensure that the competition is running following the R&Rs.
- Keeps competition on schedule, liaising with the stage managers.
- Assist with clean up and break down of stage and backstage.

**Requirements**

- Experience as with competitions preferred, but not required.
- Available onsite from April 20 to April 23, for an average of 10 hours a day (detailed schedule will follow)

**Benefits**

- Lunch provided onsite.
- Shared Hotel Room Included.

**Competitions Hall – Volunteer Check-in Lead – 1 position available**

**Key Responsibilities**

- Area set-up and pack-up
- Welcoming USCC volunteers and helping them find where they need to go
- Managing volunteers at the check-in desk.
- Help answer any questions.
- Communicate with staff to make sure they have enough support on volunteers.

**Requirements**

- Experience as with competitions preferred, but not required.
- Available onsite from April 20 to April 23, for an average of 10 hours a day (detailed schedule will follow)

**Benefits**

- Lunch provided onsite.