



Volunteer Program Guide 2023

October 18, 2022

**Sign up for the FY23 and
become a part of the community!**

volunteer@jaccc.org

213-628-2725 ext. 101

Table of Contents

2023 Programming Calendar	3
Volunteer Program Opportunities	5
Volunteer Training/Requirements	8
Volunteer Rewards Program.....	9

2023 JACCC Events/Program Calendar

Version 1

Last Updated: August 8, 2022

Event/Program Name	Winter			Spring			Summer			Autumn		
	D	J	F	M	A	M	J	J	A	S	O	N
Campus-Wide Holiday Celebrations												
Oshogatsu • New Years (1/1)												
40th Kotohajime (1/1)		x										
XI Cultural Art Exhibition: Ikebana (1/1)		x										
Osechi New Year Luncheon & Workshop (1/4)		x										
Coming of Age Luncheon & Workshop (1/8)		x										
Hinamatsuri • Girl's Day (3/3)												
Hinamatsuri Gift Boutique (2/19 - 3/10)			x	x								
Hinamatsuri Culinary Workshop (2/26)			x									
Hinamatsuri Display (2/27)			x									
Kimono Photobooth Display (2/26)			x									
Origins of Hinamatsuri (2/26)			x									
Ogasawara School (2/26)			x									
Flower Petal Visual Installation (2/26)			x									
Kodomo no Hi • Children's Day (5/5)												
Children's Workshop Cooking Class (5/2)						x						
Children's Workshop (5/6)						x						
Fiesta Matsuri (5/6)						x						
Tanabata • Obon (7-8/2022)												
Tanabata Display (7/24)								x				
Tanabata Culinary Workshop (Kenjinkai Picnic) (7/30)								x				
Nisei Week Exhibitions (8/12-13; 8/19-20)									x			
Nisei Week Culinary Booth (8/19-20)									x			
Keiro no Hi • Respect for the Elderly Day (9/20)												
Senior Culinary Celebration w/ Keiro (9/17)										x		
Institutional Advancement												
42nd Anniv. Dinner (6/22)							x					
AutumnFest (9/22)										x		
Annual General Meeting (11/14)												x
Annual Campaign (11-12/2022)	x											x
Culinary Arts												
Bronzeville Culinary Workshop (2/9)			x									
Caregiver's Cooking Class or Cooking with Care w/ Keiro (3/13)				x								
Yakitori Pop-up (4/0)					x							
Hanami Picnic Workshop (4/2)					x							
Bokashi Workshop w/ Hiro's Bokashi Club (5/13)						x						
Caregiver's Cooking Class or Cooking with Care w/ Keiro (5/22)						x						
Tsukemono Workshop (6/13)							x					
Cold Japanese Summer Favorites Workshop (6/26)							x					
Caregiver's Cooking Class or Cooking with Care w/ Keiro (7/17)								x				
Back-to-School Bento Workshop (9/12)										x		
Fall Beverage & Food Workshop (10/11)											x	
Holiday Retail Boutique (11/0)												x
Cooking & Furoshiki Workshop (11/2)												x
Bronzeville Culinary Event (11/22)												x
Beverage Workshop (11/16)												x
Cooking Workshop (12/7)	x											
Beverage Workshop (12/14)	x											

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Event/Program Name	Winter			Spring			Summer			Autumn		
	D	J	F	M	A	M	J	J	A	S	O	N
Cultural & Visual Arts												
Setsubun/Archery Ceremony (2/4)			x									
40th Anniv. of Programs Display (2/11)			x									
Kasafuku Dolls Display (3/1)				x								
Tohoku Craft Exhibition w/ Japan Foundation (3/11)				x								
Ohara Ikebana Exhibition (4/15 - 16)					x							
Koinobori Display (4/24)					x							
Keisho Okayama Retrospective Exhibition (4/29)					x							
65th Anniv. Ikenobo Ikebana Exhibition (6/3-4)							x					
Sogetsu Ikebana Exhibition (9/16-17)										x		
Issei Poetry Reading & Showcase (10/21)											x	
NOH: Ghosts of Bronzeville (10/22)											x	
NOH Exhibition (10/22)											x	
Path of Brush & Ink Curatorial Exhibition (11/4 - 12/17)												x
Children's Workshop (12/21)	x											
Performing Arts												
Bronzeville Salute (1/16)		x										
Bronzeville DJ Performance (2/9)			x									
Japanese Film Series (3/24)				x								
Japanese Film Series (4/21)					x							
Japanese Film Series (5/26)						x						
DJ Koko on the Plaza (6/10)							x					
Marissa Osato Dance w/ Sogestu School (7/21-22)								x				
Kankyo Ongaku (9/23)										x		
Miwa Matreyek: Infinitely Yours, Multi-Media Performance (11/18)												x
Community Arts/Sustainable Little Tokyo												
Shodo for Little Tokyo Exhibition (3/28)				x								
Windows of Little Tokyo (4/1)					x							
Earth Day Celebration (4/22)					x							
Arts Action Committee Annual Project (6/17)							x					
Youth Fields Arts Trip (7/7)								x				
Shodo for Little Tokyo Summer Exhibition (8/1)									x			
4th Annual Holiday Sale (11/0)												x
Hiro's Bokashi Club												
Hiro's Bokashi Club (1/14)		x										
Hiro's Bokashi Club (3/11)				x								
Hiro's Bokashi Club (5/13)						x						
Hiro's Bokashi Club (7/8)							x					
Hiro's Bokashi Club (9/9)										x		
Hiro's Bokashi Club (11/11)												x
Youth Arts Workshops												
Youth Arts Workshop (1/25)		x										
Youth Arts Workshop (2/22)			x									
Youth Arts Workshop (3/29)				x								
Youth Arts Workshop (4/26)					x							
Youth Arts Workshop (5/24)						x						
Youth Arts Workshop (weekly; 7/5-26)							x					
Youth Arts Workshop (8/23)								x				
Youth Arts Workshop (9/20)										x		
Youth Arts Workshop (10/25)											x	
Youth Arts Workshop (11/15)												x
Youth Arts Workshop (12/13)	x											
Recurring Series												
Rajio Taiso (daily; Mondays - Fridays)	x	x	x	x	x	x	x	x	x	x	x	x
Shodo for Little Tokyo (bi-weekly; Tuesdays ; 1/10 - 3/28; 5/9 - 7/25; 10/10 - 12/19)	x	x	x	x		x	x	x		x	x	x
Ukes for Little Tokyo (weekly; Thursdays; 1/5 - 2/23; 5/4-25; 7/6 - 8/24; 10/5 - 12/28)	x	x	x			x		x	x		x	x

2023 Volunteer Program Opportunities

1. **Annual Gala**

Date: June 22, 2023

Location: JACCC Plaza

Volunteer Opportunities:

- Gala Committee
- Centerpiece Committee
- Auction Committee
- Table Set-up
- Guest Check-in
- Guest Check-out
- Clean-up

2. **AutumnFest**

Date: TBD

Location: JACCC Plaza

Volunteer Opportunities:

- AutumnFest Committee
- Food Committee
- Auction Committee
- Entertainment Committee
- Table Set-up
- Guest Check-in
- Guest Check-out
- Clean-up

3. **Nisei Week**

Date: August, TBD

Location: JACCC Campus

Volunteer Opportunities:

- Organizing Committee
- Set-up
- Booth Support
- Clean-up

4. **Culinary Events**

Date: Various

Location: JACCC Campus, Various

Volunteer Opportunities:

- Facility Preparation
- Hosting opening reception
- Greeting & check-in (hospitality)
- General omotenashi
- Knowledge of annual JACCC programs & events

5. **Traditional Arts**

Date: Various

Location: Doizaki Gallery

Volunteer Opportunities:

- Facility Preparation
- Hosting opening reception
- Greeting & check-in (hospitality)
- General omotenashi
- Knowledge of annual JACCC programs & events

6. **Performing Arts**

Date: Various

Location: Various

Volunteer Opportunities:

- Administrative/registration
- Check-in & greeting
- Food & beverage
- General omotenashi
- Knowledge of annual JACCC programs & events

7. **Ambassador Club Events**

Date: One per quarter beginning first quarter 2023

Location: Various on JACCC Campus

Event Types: Culinary, Performing Arts, Traditional Arts

Volunteer Opportunities:

- Administrative/registration
- Check-in & greeting
- Food & beverage
- General omotenashi
- Knowledge of annual JACCC programs & events

2023 Volunteer Program Opportunities

JACCC appreciates its volunteers and wants to ensure you have a rewarding experience when helping at events. Part of that is an investment in simple training to ensure everyone has access to key information and future program details so you feel comfortable answering guest questions. Importantly, omotenashi, or Japanese hospitality, is key to our mission. We will offer training on how to welcome and assist guests so they feel our true spirit of omotenashi during every visit.

There are also some support activities that require basic training and certification. These include serving food, beverages and alcohol. These require taking simple online training classes and result in certifications from the state of California. These are very important to document since it impacts our insurance for the Center. These classes will be paid by JACCC.

General Training

- Administrative Basics
- How to handle registration
- Facility preparation: TWCCC, Doizaki Gallery, Aratani Theatre, Noguchi Plaza, TWEC
- Check-in & Greeting
- Hosting an opening reception
- How to handle Q&A
- General omotenashi and knowledge of annual JACCC programs & events

Food & Beverage Training

- TIPS —Alcohol Service and Sales
- ServSafe—Food and Beverage Safety
- How to properly set the table
- How to serve food and beverage with true omotenashi

Training sessions will be announced once the volunteers have selected the types of support in which they are most interested. Training will be customized by area of interest and proximity to actual events. Refresher training will be available at the call-time on each event day. Please note the refresher training will assume you have attended the basic training session(s).

Volunteer Rewards Program

To show appreciation for our valued Volunteers, JACCC has instituted a rewards program that is our way of saying “Thank You!” for giving of your time, enthusiasm and talents. We simply cannot succeed without you, and would like to offer a few gifts that we hope will inspire you and deepen your enthusiasm for being part of the JACCC family.

Volunteer Rewards Points System

Rewards will be tracked using a points system. Points will be awarded based on the type of service for each event. Some events, such as the Annual Gala, will have several different committees and types of work.

Points for each type of work will be announced at the start of each program/event. At the end of the fiscal year, points for all Volunteers will be tallied. Using a curve-based system, we will create 4 tiers of rewards as follows:

Tier 1

Top 10%

Complimentary tickets for 2 to a JACCC pop-up or special culinary event

Tier 2

11-50%

Complimentary membership to JACCC Ambassador Club

Tier 3

51-89%

\$25 gift certificate to JACCC Store

Tier 4

90-100%

Complimentary tickets for 2 to a JACCC performance or workshop