



POSITION DESCRIPTION

POSITION TITLE: Event Volunteer

PROGRAM: Development and Outreach

RESPONSIBLE TO: Volunteer Coordinator, Development and Outreach Director, Community Engagement Coordinator

POSITION SUMMARY: Provides support at various events throughout the year

EXPECTATIONS AND COMMITMENT:

- Event volunteers will be notified every time Lydia Place hosts an event and needs volunteer support.
- Volunteers may sign up for as many or as few events as they choose.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Support Lydia Place Development and Outreach Team by performing essential tasks at Lydia Place events.
- Possible positions include: registration, greeters, guest service, silent auction, live auction, raffles, set-up, clean-up, etc. Volunteer needs will vary at each event.

DESIRABLE SKILLS:

- Friendly, cheerful demeanor
- Ability to listen carefully and execute directions
- Ability to work without direct supervision
- Attention to detail

BENEFITS:

- Gain valuable volunteer experience to expand resume
- Work with old friends and meet new ones
- Be a part of fun, high-energy events
- Feel good knowing your efforts supported Lydia Place programs