



WRMCSN Event Volunteer

Objective	Provide support to the WRMCSN Special Events Coordinator while helping to meet and exceed the sponsorship and donation goals for WRMCSN fundraising events, Shareholders in Life Banquet and Silent Auction and Race Life 5K Run / 1 Mile Walk.
Key Responsibilities	<ul style="list-style-type: none"> <li>• To assist and obtain the goals of sponsorship and in-kind donations that will meet or exceed the fundraising event goals.</li> <li>• Attend committee / volunteer meetings.</li> <li>• Assist with pre-event planning and organization.</li> <li>• Assist with event day set up and tear down.</li> </ul>
Reports To	<ul style="list-style-type: none"> <li>• Special Events Coordinator</li> </ul>
Qualifications	<ul style="list-style-type: none"> <li>• Commitment to the vision, mission, and goals of WRMCSN.</li> <li>• Basic knowledge of WRMCSN as a faith-based, nonprofit organization.</li> <li>• Ability to work as a team to achieve the success of the fundraising event goals.</li> <li>• The enthusiasm to solicit donations and sponsorships from corporations, small businesses, and individuals without reserve.</li> <li>• Excellent written, verbal and organizational skills.</li> <li>• Having a servant's heart while having fun!</li> </ul>
Length of Commitment	Volunteer shall be committed to serve through pre-planning / post event, approximately a 4-month term.
Time Commitment	<ul style="list-style-type: none"> <li>• Volunteer planning meetings. approx. 8 hours total.</li> <li>• Engage in execution of fund-raising strategy, to include communicating with corporations, small businesses and individual donors by phone calls, emails and attend scheduled meetings to engage sponsors / donors with Judy, approx. 30 hours total, about 2.5 hours a week.</li> <li>• Post event appreciation support, approx. 4 hours total.</li> <li>• This is a commitment based upon duties assigned and agreed upon with the individual volunteers.</li> </ul>

I understand the responsibilities and qualifications of this position, and agree to fulfill them to the best of my ability and that I will receive support and appreciation from WRMCSN staff.

\_\_\_\_\_  
Volunteer name (Please print)

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
WRMCSN Staff Partner (Please print)

\_\_\_\_\_  
WRMCSN Staff Partner Signature

\_\_\_\_\_  
Date