



Volunteer Opportunities at the United Way of the Tri-Valley Area

Are you looking for an interesting and rewarding volunteer experience? Do you want to impact your community in a very positive way? If so, the United Way of the Tri-Valley Area is looking for you!

The mission of the United Way of the Tri-Valley (UWTVA) is to improve people's lives by focusing the caring capacity of our communities. UWTVA raises funds to support programs coordinated by more than 20 agencies that serve Greater Franklin County. UWTVA also brings people together to address community issues such as child abuse, literacy, and access to basic needs such as food, shelter, and fuel.

1. Campaign Cabinet Member

Time Commitment: Variable; 1-2 hours per week, September- -January

Help the United Way by establishing workplace campaigns throughout the region, and communicating to donors the value of the work being done. With assistance, volunteer will:

- Identify potential workplaces in which to conduct campaigns
- Coordinate campaign presentations (by UWTVA staff or volunteer, as appropriate)
- Communicate with workplace campaign leader
- Meet every other week with Campaign Cabinet volunteers to report on campaign progress
- Collect pledge sheets
- Coordinate recognition of donors

2. Campaign Data Processor

Time Commitment: Variable; 2-8 hours per week

Help the United Way staff process campaign pledges and track donor activity. Experience with computers and spreadsheets recommended. Interest in organizing large amounts of information and attention to detail a plus. Volunteer will:

- Enter data into campaign processing software (Excel, etc.)
- Review reports and information as requested

3. Special Event Volunteer

Time Commitment: Variable, depending upon event

The United Way sponsors a number of activities all year. If you love meeting with people, being out in the community, learning new things and helping make Greater Franklin County a great place to live, we would love your help at a fundraising event such as the Annual Charity Golf Tournament, or help with an initiative such as a food drive. Special events include, but are not limited to: Annual Golf Classic, Annual Meeting; Food Pantry Project, Day of Caring/Month of Service, Annual Charity Auction; Home winterization initiatives.

4. Office Assistant

Time Commitment: Variable; 3 - 16 hours per week

Opportunities include assisting with:

- Filing
- Mailings
- Typing
- Answering Phones
- Other opportunities as needed

5. Marketing and Social Media Coordinator

Time Commitment: Variable; 3 hours per week

Help the United Way get the word out about what we do through social media outlets including Facebook; assist with maintenance and updates to website, and develop marketing materials that support the Annual Fundraising Campaign and promotes the work of our Community Partners.

6. Resource Room Coordinator

Time Commitment: Variable; 2 hours per week

Sort and organize gently used items that have been donated to the United Way and are redistributed to those in need. Items include clothing and household items. Volunteer is encouraged to also seek donations to add to resource room. Storage is in basement area; volunteer must be independent and able to navigate steep, but short, stairs.

The United Way ALSO connects volunteers to opportunities offered by its Community Partners. Would you like to work one on one with an individual improving literacy skills? Are you compassionate and flexible and interested in serving as a help line volunteer to support victims of domestic violence or sexual assault? We can help connect you to volunteer opportunities like these and MANY others!

For more information and more detailed volunteer job descriptions, contact Lisa Park Laflin, Executive Director, 778-5048 or e-mail lisa@uwtva.org.

Please note, all volunteers complete an orientation and sign a Code of Ethics policy, indicating compliance with policies to respect donor confidentiality.