

SPRING, 2017 OPPORTUNITIES FOR VOLUNTEERS

Don't see what you're looking for but still want to get involved? Email us at community-engagement@eastangelfriends.org

MARKETING & COMMUNICATIONS

Contact: Stephanie Pence, Communications Chair at communications@eastangelfriends.org

The Communications Committee seeks 1-2 additional members with the ability to:

- Provide and edit content for email communications and other materials
- Work with our webmaster to keep our website current and informative

This role incorporates strategy and real "doing". It involves coordinating responsive communications for various initiatives of the Foundation – from potlucks to alumni events to fundraising campaigns. The maximum number of hours per month required would be no more than 10 hours.

COMMUNITY ENGAGEMENT

Contact: Cindy Sawyer, Community Engagement Chair at community-engagement@eastangelfriends.org

The Community Engagement Committee is looking for several volunteers in these highly manageable and fun endeavors:

Grocery Cards

- Sell pre-paid Safeway and King Soopers cards to East parents
- Form a committee to attend the big events to sell the cards, follow up twice per year with emails, potentially establish an easy online ordering program

Speakers Forum

- Coordinate with East to find 2 topical speakers per year that are relevant and supportive of the East parents and faculty
- Budget for hiring speakers provided
- Coordinate publicity (with communications)
- Organize hospitality for the events

School Store

We're seeking 1-3 individuals to work as a team in overseeing the school store:

- A bookkeeper
- Inventory 'shepherd'
- Volunteer wrangler to create a force for school spirit everywhere!

DEVELOPMENT/GRANT WRITING

Contact: Robin Snidow, Development Chair development@eastangelfriends.org

The Development Committee is looking for 2 people to join our committee and/or help writing grants for East programs.

Veteran (and now retiring) grant-writer Elisa Moran says: *"Grant writing is a job that can be done at home on your own time. You need to review our files and see where we've applied in the past and then re-apply to those that are successful. You also need to research new grant opportunities...like going to the websites of big banks. They often have family foundations listed and you then apply to those individual family foundations. Once you've written one or two, it becomes fairly easy to cut and paste into various grant requests. The Foundation has files on historic grants and a flash drive with grant info and I'm happy to help and train my successors!"*

The development committee hosts a couple fun parties each year recognizing our donors and volunteers and also spearheads our annual fundraising mailing.

ALUMNI RELATIONS

Contact: Traci Jones, Alumni Committee Co-Chair alumni@eastangelfriends.org

The Alumni Relations Committee is seeking 1-3 new members who graduated East in the 70s, 80s or 90s to help develop our outreach to younger alums and to help build connections between recent East grads and current East students.