



VOLUNTEER JOB DESCRIPTION

TITLE: Special Event Day Volunteer
LOCATION: Volusia County, Florida
REPORT TO: Becki O'Keefe, Volunteer Coordinator

OVERVIEW OF POSITION

Volusia County's Environmental Management (VCEM) division has a mission to preserve, protect and restore the region's unique environmental natural resources, improve and enhance the enjoyment and health of a growing population and provide educational opportunities to residents and visitors of Volusia County. In keeping with this mission, VCEM regularly attends community events in order to educate the public about preserving and protecting Volusia County's natural resources and the multitude of environmental programs that are available to get involved in. Special Event Day Volunteers assist on the day of the event and help with set-up, greeting attendees, answering questions, recruiting volunteers for various programs, crowd flow management and/or tearing down tables and tents.

SPECIFIC TASKS

1. Set up tables and/or tents
2. Greet attendees and answer questions
3. Manage the flow of the crowd
4. Volunteer recruitment
5. Tear down tables and/or tents

Please note that specific tasks may change depending on the event.

TIME REQUIRED

2-6 HOURS DEPENDING ON EVENT AND NUMBER OF VOLUNTEERS WORKING THE EVENT

QUALIFICATIONS

1. The desire and motivation to educate the public about protecting the natural environment.
2. The ability to work independently and in a team setting.
3. The ability to become knowledgeable of Volusia County's environmental programs and educational opportunities.
4. Ability to tolerate inclement weather including humidity, heat, rain, cold, lightning and noise.

AGE REQUIREMENTS

Must be 18 years of age.

EXPERIENCE

Prior experience is beneficial but not required.

TRAINING REQUIRED

On the job training will be provided.

LENGTH OF COMMITMENT

Special event day volunteers typically commit to a one-day event.

BENEFITS TO VOLUNTEER

1. Learn about the environment and the importance of protecting Volusia County's natural resources.
2. Satisfaction of knowing how important your role is in educating the public about protecting the natural environment.
3. Meet people who share a common interest and goal to protect the environment.
4. Students can use volunteer hours for graduation requirements.
5. Great addition to resume!