



for children with heart disease

Volunteer Position Description

Position Title: Event Planning Committee Member

Purpose of Position: To assist with planning for one of Camp Odayin's three annual fundraisers

Planning Committees: Have a Heart Benefit (February), Whole Heart Golf Tournament (June), Heart & Sole Fun Run (Fall)

Responsibilities:

- Attend monthly planning meetings leading up to the event
- Identify and solicit potential event sponsors and silent auction donors
- Participate in a subcommittee (which may have meetings in addition to the monthly committee meeting)
- Additional responsibilities vary based on event and subcommittee

Qualifications Needed:

- Ability to work as a member of a team
- Positive attitude and sense of humor
- Willingness to represent Camp Odayin and share the mission with potential supporters

Benefits to the Volunteer:

- Food and drink at committee meetings
- Event admission
- Opportunity to meet and network with fun folks

Benefits to Camp Odayin:

- Fundraising to support programs for children with heart disease
- Growth within the fantastic family of Odayin volunteers
- Help and support the small staff of three employees

Commitment: One or two meetings per month, up to six months prior to the event, support on the day of the event, and willingness to complete additional subcommittee responsibilities during free time

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