



## Description of Volunteer Roles

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### GENERAL POSITIONS

#### General/Events/Tabling

We are seeking volunteers for events. This could include tabling at events, event setup, decorating, bringing food, and giving tours of Unity Village.



#### Pickup and Delivery

We need volunteers to help with pickup and delivery of materials. This could include building materials or refilled propane tanks.

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### UNITY VILLAGE

#### Welcome Desk Greeter (Unity Village)

Greet visitors/volunteers at the front desk at Unity Village and ask them to sign-in and out. Direct visitors to the person they're looking for.



#### Advocates (Unity Village)

Work one-on-one with a Unity Village resident to help them work toward their goals (e.g. making appointments, paperwork, etc.).

Or, drop by any time to fit your schedule. We maintain an on-site checklist of what each resident needs for easy reference. Drop by any time and help a resident with something they need (e.g. phone calls, rides, applications, apartment search, etc.). Some work can be done from home.

#### Laundry (Unity Village)

We are seeking volunteers to help with laundry (specifically, towels from the shower truck). Volunteers can also volunteer to do resident's laundry or give them a ride to a laundromat.

#### Food/Cooking

We are seeking volunteers to provide food for events and/or provide meals for residents.

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### BUILDING (Unity Village and Future Tiny Home Villages)

#### Carpentry

We are seeking volunteers with carpentry experience to help build tiny homes, tent platforms, planter boxes, and other projects.

#### Electrical

We are seeking electricians and people with experience working with electrical wiring to help wire the tiny homes and the kitchen.

#### Plumbing

We are seeking experienced plumbers to help setup the kitchen plumbing as well as help design and build our proposed Shower & Laundry House (to replace our current Shower Truck).



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## ART/MUSIC

### Art

Bring your artistic ideas to us! We'd love to beautify Unity Village and support local artists at the same time (signs, murals, flyers, carvings, and whatever artistic projects you can think of!).

### Photography/Videography

Help us take professional or semi-professional photos and/or videos of Unity Village and other projects/events. You could also do photo/video portraits or interviews with residents.

### Music

If you're a musician, we'd love to work with you. We've had musicians do benefit concerts for us. You're also welcome to come to Unity Village and play some acoustic music and/or give music lessons to residents.



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## TECHNICAL

### IT/Website

We are seeking experienced computer nerds to help maintain and update our WordPress website.

### Office/Writing

We are seeking office staff to organize paper and electronic files, write and send letters to businesses seeking donations, send thank you letters to donors, print out documents, and/or pickup & deliver office mail to Unity Village.

### Grant Writing

We are seeking additional grant writers to assist our current grant writing team in writing or editing grant applications.

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## EVENTS/PUBLIC RELATIONS/OUTREACH

### Event Planning

We are seeking event planners to streamline our event planning process. On average, we have 1-2 small events per month (fundraisers, pint nights, etc.) and maybe 2-3 larger events per year (Ribbon Cutting Ceremonies, Volunteer Appreciation, etc.)

### Fundraising Lead

We are seeking a fundraising lead who will generate fundraising ideas and coordinate with the event planning team to run the fundraiser.

### Media/Press

We are seeking volunteers who can write press releases and distribute to news outlets and/or help run our Facebook page and other social media pages.

### PR/Business Outreach

We are seeking volunteers to identify and reach out to businesses for donations, sponsorship, hosting fundraising events, etc.



### **Solicit Donations**

We are seeking volunteers to contact businesses and solicit donations (cash, in-kind donations, gift cards for raffles, etc.)

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### **POLITICS/ACTIVISM**

#### **Politics**

We are seeking volunteers interested in speaking at City Council or County Council, writing emails to council members, and other activism opportunities.

