

Job Title: Volunteer Tabling

Supervisor Title: Shayla Dougher, Volunteer Coordinator

Objective: To greet people attending our event or approaching our booth. Represent our nonprofit at the table by answering questions, or directing where more information can be found. Ask questions of attendees when appropriate.

Responsibilities: Say “Hello” and/or “Welcome” to all who come into the meeting or close to booth. Offer brochures and information. Ask “new” people to sign our email list and/or to become members of our nonprofit. Sell raffle tickets. Sell Simple Living Institute items. Offer attendees of meeting a name tag. Wear a name tag.

Qualifications: Passion for the mission, people skills, willing to learn more

Time commitment: Be present during meetings or events where booth is set up. Could vary from a two hour meeting to an all day event. Times for volunteer duty are agreed upon before hand.

Training: Onsite experiences with own garden and other Simple Living Institute activities, although not required. Basic change making skills when selling items or raffle tickets. Listen to instructions and perform activity as needed.

Additional requirements: Own transportation to and from event(s)