

Volunteer Description: Events and Fundraising Volunteer

Organization: The Arc of Putnam County

Location: Putnam County, FL

Position: Events and Fundraising Volunteer

Time Commitment: Flexible; varies by event

About Us:

The Arc of Putnam County is dedicated to empowering individuals with intellectual and developmental disabilities and their families. Our mission is to foster inclusion and create opportunities for all members of our community.

Role Overview:

As an Events and Fundraising Volunteer, you will play a vital role in supporting our initiatives through the planning, execution, and promotion of various fundraising events. This is a rewarding opportunity to make a significant impact while gaining valuable experience.

Key Responsibilities:

- Assist in the planning and organization of fundraising events, including community awareness activities, galas, walks, and more.
- Help with event logistics, including setup, registration, and volunteer coordination.
- Promote events through social media, local partnerships, and community outreach.
- Engage with participants and donors to enhance their experience and encourage support.
- Assist in the collection and management of donations and sponsorships.
- Participate in post-event evaluations to identify successes and areas for improvement.

Qualifications:

- Passion for supporting individuals with disabilities and their families.
- Strong communication and interpersonal skills.
- Ability to work both independently and as part of a team.
- Organized, detail-oriented, and able to manage multiple tasks.
- Experience in event planning or fundraising is a plus, but not required.
- A positive attitude and willingness to learn.

Benefits:

- Gain hands-on experience in event planning and fundraising.
- Build meaningful connections with community members and fellow volunteers.



Achieve with us

www.arcofputnamcounty.org

- Contribute to a cause that creates a lasting impact in the lives of individuals with disabilities.
- Receive training and support from The Arc of Putnam County staff.

How to Apply:

If you're interested in becoming an Events and Fundraising Volunteer, please fill out the form on the [Volunteer Page](#) of our website by or call Patty Dame at 386-325-2249. We look forward to welcoming you to our team!

Together, we can make a difference in Putnam County!