



## GENERAL SUPPORT

### Greeter

Everyone coming through our doors should feel welcomed and be greeted by a friendly face. Greeters are needed for evening programs from 5:15pm to 6:30pm to welcome people and check them in. Occasionally, special events may require additional coverage times. Coverage would be pre-scheduled.

### Outreach Ambassadors

Help spread awareness about Cancer Support Community at Gilda's Club Rochester by distributing materials to various businesses and/or by staffing informational tables at health fairs and community events to spread awareness about us. Training and materials would be provided. **Qualifications:** Must have your own transportation. Spanish-speaking volunteers needed.

### Facility Maintenance Helper

Help provide tender loving care and maintenance of our building to keep it a safe environment for our members to enjoy. It includes basic or skilled handyman jobs including electrical, painting, grounds upkeep and more! **Qualifications:** Experience in minor home and building maintenance and can provide their own tools. Skilled tradespeople are welcome for more challenging jobs. This is an as needed opportunity.

### Administrative Support

Lend your time and professional expertise in a variety of areas to support our operations effectively and efficiently in delivering our mission.

Answering & making calls	Proof reading
Audio-video set up	Shopping for program needs
Data Entry	Social Media
Facility Tours	Staff support/general office
Grant Writing	Stewardship
Graphic Design	Translator/Interpreter
IT Support	Website updating & design
Photographer	

(listing is a sampling of support areas)



## PROGRAMS & ACTIVITIES

### Hospitality Program Hosts

Help set up for various events throughout the year which may be weekdays, evenings or weekends. The hosts would set up rooms with tables/chairs for classes and activities, greet guests, clean up after the event and remove any garbage as necessary. Evening events would require a time commitment from 4pm to the end of program (approximately 7pm). The team is welcome to participate in the program (i.e., meal or lecture) with our members. Ideally a group of 3-4 people is advised.

### Community Chefs Dinner

The Community Chefs Dinner is a monthly outreach program that engages local businesses/groups with our members who have been affected by cancer and provides them with a nourishing meal. Community Chefs plan a dinner menu, provide all the ingredients, and serve as hosts for the evening. Gourmet cooking skills are not required; just a desire to make a difference in someone's life. Businesses/groups can have a direct impact on the lives of others and have fun at the same time! It's also wonderful in boosting morale (our members and yours).



### Family Night Host

Host one of our monthly Family Nights where you create the event's activity whether it's a game night or craft activity. Then collaborate with our social worker to plan the evening. Hosts provide whatever is needed for the activity(ies) along with a light snack and any prizes for game winners.

## Evening Child Care in Playroom

Help our staff with child care in our playroom while parent/guardians participate in support group sessions, educational presentations, and other special events at the clubhouse. Children will range in age from 4-12 years of age and be toilet trained. **Qualifications:** A background check is required. Must have patience, creativity, and enjoy working with children.



## SHARE AN EXPERTISE OR TALENT

### Program Instructors

Share your specific talent/skill with our members by hosting a class or program (i.e., art therapy, health and wellness, cooking, music, or other areas).

### Internships

Non-paid intern opportunities include, but are not limited to, social work, recreation, fundraising, and marketing/PR.

### Facilitators

Facilitate support groups for cancer patients, family members and caregivers. **Requires proper licensing and qualifications.**

### Entertainment

We welcome individuals or groups who desire to share their special talent and entertain our members through art, music, comedy, etc. We often incorporate entertainment at our events - small social gatherings in-house as well as larger community-wide events.



## SPECIAL EVENTS & FUNDRAISING

### Third Party Fundraiser

Host a fundraiser to raise money to benefit Cancer Support Community at Gilda's Club and help us continue providing our programs and activities at no cost for anyone impacted by cancer (*i.e., golf tournaments, bowlathons, takeout dinners.*).

### Special Event Volunteers

Throughout the year, we hold several special fundraising events that need volunteer support with, but not limited to, picking up auction items, event preparation and clean up, fundraising, and onsite day-of event activities that ensure guests have a great experience. This is an as needed opportunity and usually require a few hours at a time.

**Qualifications:** *Reliable vehicle/transportation required.*

## GOVERNANCE & LEADERSHIP

### Board and Special Committees

We actively recruit year-round to fill positions on our Board of Directors and Associate Board (*i.e., young professionals group*). Members assist with various board/special project committees and our medical advisory board.



### GENERAL QUALIFICATIONS FOR ALL POSITIONS

Excellent interpersonal skills and comfortable interacting with diverse populations. If an opportunity has requirements specific to that role, it is defined in the description.

Some volunteer roles may require a background check.

An orientation will be provided to educate all volunteers on our facility, our mission, and our programs.

**For all volunteer opportunities, please contact us by email or phone at [info@cscrochester.org](mailto:info@cscrochester.org) 585-423-9700**



**You Can Make All the Difference when**

**VOL U NTEER**

