

Volunteer: Car Wash Coordinator

The major goals of the Car Wash Team is to organize and hold a fundraising car wash that will raise funds to go towards Christmas celebration and gift purchases for guests. Any excess funds will go towards other Programs that directly benefit clients.

OVERVIEW OF POSITION

The Car Wash Coordinator will be responsible to lead a volunteer team of workers, to motivate and inspire the team, and provide (whether delegated or personally) quality assurance. The Car Wash Coordinator will also work with a small promotions team to advertise the Car Wash opportunity.

The timing of the carwash is to be determined, but deemed to be a one day event in warm weather.

KEY AREAS OF RESPONSIBILITY

- Coordinate a team of volunteers. Some recruitment may be required.
- Determine, with the team, a best day for the event
- Determine a location for the carwash, working with the venue for a good experience all the way around
- Ensure a good supply of materials for the carwash
- Coordinate promotional materials, that may include some of the following
 - Web mention (LO web page)
 - Social media
 - Posters, near the carwash location
 - Signs, to be held by volunteers, directing people to get their car washed
- Track volunteer hours
- Quality control
- Ensure financials are tracked