

Event Manager **FILLED**

- event platform
- main outreach to constituents
- maintain leadership communication
- contact with venue & MC
- outreach to sponsor/vendors/volunteers
- admin support (documents, insurance)

Teams Champion

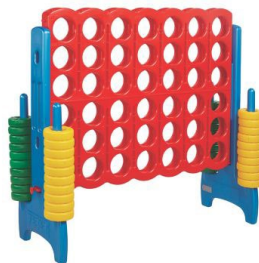
- communicate with team leaders or a weekly basis
- provide support for registration
- help with fundraising ideas
- secure info needed by deadlines

Activities & Volunteer Chair

- coordinate games/prizes
- place volunteers (all registration, games, clean up)
- have volunteers paperwork & ID

2022 Walk N Roll Volunteer Leadership

Descriptions for Event on 11/05/2022



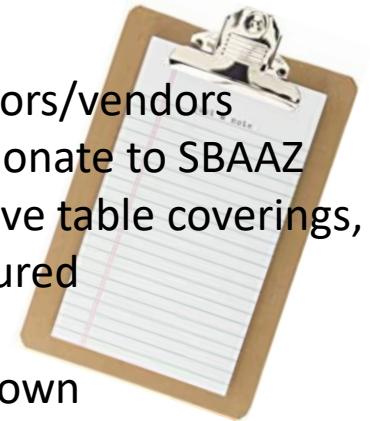
Marketing/Promo/Outreach Director

- social media
- partner promotions (non profits or related publications without cost)
- student/employee groups
- networks



Sponsor/Vendor Liaison

- communicate with sponsors/vendors activity, raffle item to donate to SBAAZ
- designate set up DOE- have table coverings, chairs & tables secured
- take water, provide swag
- help with set up & tear down



Snacks/Beverage Coordinator

- coordinate water, ice
- refreshments for purchase

