

VOLUNTEER OPPORTUNITY



Job Title: Lecture Series Coordinator

Supervisor: G.A.L.A. Education Manager

Length of Commitment: 1-2 hours/week, Ongoing Position

Age Requirement: None

Duties: The Lecture Series Leaders will

- Identify and work with engaging individuals who are available to speak on sustainability topics of interest
- Determine the resources needed to conduct the lecture series
- Identify and secure venue locations for lecture presentations
- Plan dates and times for lecture presentations
- Publicize the Lecture Series and conduct targeted outreach
- Collect feedback surveys
- Attend occasional meetings with other volunteers to help steer and shape the greater G.A.L.A. Community.

The Lecture Series Leaders may open the lecture with a brief introduction and announcements or may find another volunteer to do so. The G.A.L.A. Education Manager has many resources and is available to help.

Desired Qualifications: Volunteers do not need to have specific skills, but should have an interest in learning more about sustainability and other environmental issues. Volunteers must also have the time commitment needed to organize the Lecture Series.

What is meaningful about this position? The Lecture Series are a great way to expand your awareness about sustainability issues and meet “. They also connect you to your greater community.

Training provided: Training will include a brief history of G.A.L.A., an overview of G.A.L.A.’s organization, an introduction to the volunteer meetings, and an open dialogue on strategies for program design and implementation. Training will also include more information on your specific job tasks.

Number of Volunteers Needed: 2

Contact Us: Feel free to contact G.A.L.A. if you have any questions about this position or would like to begin the orientation process.

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