

## VOLUNTEER OPPORTUNITY



**Job Title:** Study Circle Coordinator

**Supervisor:** Sustainability Education Manager

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

**Age Requirement:** None

**Duties:** The Study Circle Coordinators will

- Brainstorm Study Circles that would interest the larger community
- Identify and secure venues for study circles
- Plan dates and times of study circles
- Publicize Study Circles, conduct outreach, and register participants
- Identify and work with other community organizations throughout New Hampshire who would like to host their own study circles
- Collect feedback surveys at the end of study circles
- Attend occasional meetings with other volunteers to help steer and shape the greater G.A.L.A. Community.

The Study Circle Coordinators may choose to run local Study Circles or will help broadcast the availability of Study Circle materials to other groups throughout New Hampshire. The Education Program 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 issues both on the local and global level. Volunteers must also have the time commitment needed to organize study circles.

**What is meaningful about this position?** Study Circles are a great way to expand your awareness about sustainability in an inquisitive and fun way. 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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