

# Youth Board Positions

2017-2018

## Social Service Coordinator(s)

- Responsibilities:
  - Research and plan 1 volunteer opportunity per month (as agreed upon by the youth board)
  - Advertise and recruit YOB members and other students to attend monthly projects
  - Monitor attendance of social service projects and make sure that YOB members are fulfilling their decided-upon goal

## Fundraising Coordinator(s)

- Responsibilities:
  - Generate and plan fundraising projects throughout the course of the school year. Aspire to raise an agreed upon value by the youth board.
  - Recruit people (both YB members and outside help) to help with fundraising projects.
  - Update the YOB at monthly meetings on fundraising initiatives and current profit.

## Outreach Coordinator(s)

- Responsibilities:
  - Choose one of the following options for **each** month
    - 1 awareness campaign (flyers, posters, etc)
  - Create flyers to distribute at school and around town
  - Recruit people to the YO and to YO events
  - Work with Fundraising Coordinator(s) on publicity events (can be in coordination with fundraising – winter carnival, selling hot cocoa, etc)

## YO! Recorder

- Responsibilities:
  - Take minutes of meeting (neatly!) and give to Program Director to have on file.
  - Distribute minutes to all members via email after the meeting