



NEW Volunteer Opportunities!

Consider Supporting *Grace Under the Oaks* by

Joining one of our **NEW COMMITTEES!**

We are growing and we need your help to ensure a strong future for GUTO. Are you creative? Tech-savvy? Organized?

Willing to learn new things? Love working with others to achieve a goal for the greater good?

If you answered “**yes**” to any one of these; you could be the perfect addition to one of these committees!

Committee	Goal	Duties	Team Notes
Fundraising	Identify and pursue avenues to increase donation and grant revenue.	<ul style="list-style-type: none"> • Support Development Director with identifying and pursuing grant opportunities • Plan and execute “GiveGrace” virtual year-end fundraiser (with support from Marketing team) • Identify and pursue new/additional fundraising opportunities • Work collaboratively to support event committee needs • Complete donation receipts and thank you notes 	Roles may be delegated as needed. Committee lead oversees ensuring clear communication with team members as well as appointed director and maintained targeted timeline goals.
Events	Plan and execute in-person events for the purposes of fundraising and team building.	<ul style="list-style-type: none"> • Planning and execution of annual, in-person fundraiser event • Planning and execution of in-house events for volunteers and clients • Maintain event budget/records • Work collaboratively with marketing and fundraising committees for related needs 	Team members may delegate roles as needed based on each event. Additional volunteers may be brought in for event execution. Committee lead is responsible for ensuring clear communication with team members as well as appointed director and maintained targeted timeline goals.
Marketing/ Social Media	Expand outreach to potential donors, volunteers and clients by means of social media, virtual and in-person opportunities	<ul style="list-style-type: none"> • Maintain FB and Instagram pages with weekly posts • Maintain current website (Updates and information to be provided by Co-Chairs & ED) • Assist fundraising and event committees with marketing elements of fundraising events • Generate and send out quarterly newsletter • Assist with additional communications • Seek out public relations opportunities 	Team members may take individual roles or collaborate to create a structure that works well for all committee members. Regular communication is KEY and should be monitored by the committee lead.

*Please see Jennifer with any questions or to sign up to support GUTO as a committee member!

PHONE: 904-237-5879 EMAIL: Jennifer.graceundertheoaks@gmail.com