



- Coordination and communication with Volunteer Groups
- Coordination and communication with Service Sites

Responsible for all promotion, both formal and informal, regarding the Day of Service as well as the larger St. Thomas of Villanova Celebration

- Volunteer recruitment, registration, and placement
- Coordinate with Student Clubs and Organizations for volunteer registration
- Develop plan for New Student Orientation first-year student registration
- Social Media strategy and content
- Apparel, giveaways, and promotional items
- Promotional signage and banners

Responsible for oversight of the larger St. Thomas of Villanova Celebration, including events, education, awareness, and continued service and partnerships, both within Villanova and through community partnerships.

- < Post-Service Reflection
- < Day of Service Return Celebration
- < Alumni Club Partnerships
- < Pre-Day of Service community education and engagement
- < Post-Day of Service St. Thomas of Villanova Celebration events and ongoing education
- < Service Site and Volunteer Assessment

Oversight of supplies and tools required for fulfilling the needs of 150+ Service Sites. Responsible for overseeing all supply-related organization, communication with Lowe's, and ordering and distributing supplies

- Coordination of all supply needs
- Distribution of all supplies to service sites

Responsible for oversight of transportation, communicating with the bus company, and organizing the transportation plan for the day of.

- Coordination of Buses, Vans, Directions, etc.
- Coordination of Send-Off and Return (in collaboration with other committees)





\*Note: Before you email your application, please save the file as