



2011 – 2012 Ambassador Program Volunteer Job Description

CASA Ambassadors are community volunteers who help "Spread the Word" about the work CASA does and its need for volunteers and support by participating in community events, helping to host recruitment booths, assisting with public presentations and by aiding in the search for and connection with community partners. CASA Ambassadors are the Recruitment and Marketing Arm of the organization.

CASA Ambassadors are considered an extension of the CASA of Adams and Broomfield Counties staff and must always represent CASA of Adams and Broomfield Counties in a positive and professional manner. An Ambassador's commitment to CASA is for one full year, at which time status may be re-evaluated.

CASA Ambassadors...

- Seek out outreach opportunities for CASA.
- Aid with and conduct CASA presentations to target audiences.
- Distribute flyers regarding CASA Events (including Dining Out for CASA, fundraising events, recruitment promos, etc.)
- Help grow the CASA E-Mail Distribution List.
- Meet with businesses and target organizations to help promote CASA and CASA related events.
- Represent CASA at community events and functions.
- Help host CASA Events by greeting people, talking to them about CASA and connecting them with the organization.
- Regularly attend monthly CASA Ambassador Meetings.

Requirements...

- All interested individuals must submit a CASA Ambassador Application and participate in an interview.
- Participate in a CASA Ambassador Orientation/Training.
- Be willing to commit to attending one CASA Ambassador Meeting per month and serving on at least one sub-committee.
- Must be willing to represent CASA in a professional, positive manner at all times.

Please submit applications to Lisandra Gonzales by 9.30.11 at lisandra@casa17th.com or fax to 303.654.3379.

1100 Judicial Center Drive
Brighton, CO 80601
303.655.3927 | www.casa17th.org