

Literacy Volunteers of Beaufort County
Special Interest Survey

Name _____
Address _____
Telephone No. _____ email _____

I would help in the following areas if asked and time is convenient:

FUNDRAISING:(for rent, part-time Program Manager)

- _____ Participating in the Summer Festival Booth and/or other local events(sales and recruitment opportunities)
- _____ Participating in the fundraiser (card party, Pizza Inn Night, or whatever is chosen)
- _____ Working on Fund Raising projects:
 - _____ Possibly crafting items
 - _____ canvassing merchants for prizes for students and/or tutors
 - _____ planning events and/or other ideas

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GRANTS (for workbooks, software, etc.)

- _____ Researching grant possibilities
- _____ Writing the grant application

PUBLICITY

- _____ Representing the organization on Radio/ TV as needed
- _____ Writing Newspaper articles for local papers
- _____ Designing and Preparing store windows when available
- _____ Designing and maintaining a website
- _____ Preparing a scrapbook/history of the organization (items already collected)
- _____ Photographing special events for publicity and scrapbook
- _____ Designing flyers, posters, etc. for events
- _____ Developing a multi-media presentation on the history and work of the organization for use with clubs, appearances, etc.-(maybe Power Point?)
- _____ Developing and updating large tri-fold display board about LVBC

Other

- _____ Assisting in bulk mailings for newsletter, etc. (collating, folding, inserting, counting, etc.)
- _____ Helping keep office open 9:00-3:00 p.m.(M-Th), answering telephone, taking messages, preparing materials, etc.
- _____ Serving on the Recruitment Committee (for tutors and students)
- _____ Organizing refreshments for programs (Tutor Appreciation, student recognition, tutor training sessions etc.)
- _____ Serving on the Board of Directors (a working board)

Please fold in thirds, stamp and mail to:
Literacy Volunteers of Beaufort County
1385 John Small Avenue
Washington, N.C. 27889
252-974-1812