

Health Fair Event Planners

volunteer position

Mission: Our mission is to provide Hope, Opportunity and Choice, with work as the means through which people with disabilities and other barriers to employment can more fully participate in the mainstream of life.

Motivation: You and your team will organize a large outdoor event that will bring together many low-income families and individuals with various health care providers. Your efforts will provide vital health education and activities to people who do not have ready access to this vital information.

Department: Community Resource Navigator

Supervisor: Health Fair Committee

Description of Duties: We need a small team of volunteers to take on the Event Coordination duties for our annual Healthy Family Fair. You will partner with your team and a supervisory committee to put together a successful event. Throughout the process you will work closely with Bayaud Enterprises staff to learn while taking on significant responsibilities yourself.

You will work within a set budget and pursue vendors for donations and cost-effective services. You'll help to schedule exhibitors, develop children's activities, secure food items, pursue sponsors as well as a variety of other duties.

You will need to be able to attend weekly or bi-weekly meetings at Bayaud Enterprises as well as work within the larger community.

The fair is scheduled for Thursday, May 31. We'd like as many of the planning team to attend the event as possible, but we understand that date falls after the semester ends. Accommodations for your schedule can be made.

Schedule: Weekly or bi-weekly meetings during regular business hours. Other work schedule is flexible. The Healthy Family Fair will be held Thursday, May 31.

Location: Bayaud Enterprises
333 W. Bayaud Ave.
Denver, CO 80223

Length of commitment: Through event date.

For more information on this and other volunteer positions contact:

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