

**From:** Joanne Wirtala [christy@afamilyforeverychild.ccsend.com] on behalf of Joanne Wirtala [joanne@afamilyforeverychild.org]  
**Sent:** Wednesday, December 05, 2012 4:07 PM  
**To:** scott@afamilyforeverychild.org  
**Subject:** December Volunteer Newsletter

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# A Family For Every Child



December 2012 Newsletter

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## Volunteer of the Month

**Michelle McBeth**

Appreciation Coordinator



Michelle McBeth has been a dedicated volunteer with A Family For Every Child. She has been responsible for writing all the thank you notes. This is an extremely important volunteer position and at times she gets very busy, especially after one of our big events and at this time of the year.

We are amazed by Michelle's dedication and enjoy seeing her when she comes to pick up more supplies to continue her note writing. She is very efficient and completes her thank you cards quickly.

Michelle is a valued Volunteer and a true friend to AFFEC!

Thank You for all your hard work, Michelle!

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## **Stand up! Stand out! Volunteer!**

With the Holiday's right around the corner, now more than ever are children in need of your support. *You could be part of the solution!* Through the empathy, compassion, and small contributions of volunteers, lives have been changed and influenced for the better.

Please take the time to look at the following volunteer opportunities, some of which take minimal time and effort, some of which can be long term commitments, but all positions are part of a bigger project that will give children a

home, not only for the holidays, but for a lifetime.

"You make a living by what you get. You make a life by what you give."

-Winston Churchill



### "Princess for a Day" Event

Help make a foster girl in Oregon feel like a princess! With your volunteer help we can reach hundreds of foster girls to give them the self-confidence, attention and life-long memories that they deserve.

The first volunteer meeting is on Dec. 4th at 5:30pm at our office located 1675 W. 11th Ave, Eugene

### Administration & Event Planning

Do you have typing skills? Do you like to plan events or have a creative, organizational eye? Check out the following volunteer positions!

- **Database Specialist:** Gain experience with Salesforce.com, an online database system
- **Development/Funding/Grant Writing/RFP:** Identify funding opportunities around grants, Family Foundations, RFP's, etc.
- **Plan New Annual Fundraising Event:** Plan and orchestrate fundraising event
- **Kids Matching Event:** Plan and assist a children's matching event
- **Data Entry Volunteer:** Data entry, data clean-up and variety of projects
- **Submission Team:** Submit home studies to case workers, attention to detail, email skills
- **Newsletter Volunteer:** Assist with writing newsletters
- **Volunteer Coordinator:** Assist with monitoring volunteer activities
- **Event Volunteer:** Assist with big events
- **Fundraising Development:** Plan and assist with fundraising activities
- **Inquiry Team:** Answer email inquiries from interested adoptive families

Our wish  
list



### Matching Assistance

Do you like more direct, person-to-person work? Are you an advocate for families? These volunteer positions may be right for you.

- **Family Support Coordinator:** Promote, strengthen and work with potential parents
- **Family Search Specialist:** Work with families during search and adoption process
- **Partner Agency Recruiter:** Promote and help with expanding the membership
- **Program Outreach:** Send out flyers, emails, etc. to promote program
- **Newsletter Volunteer:** Build templates for newsletters, announcements, outreach tools

### Heart Gallery

Do you have good communications skills? Do you like to take photos? These positions could use you!

- **Heart Gallery Local Assistant:** Assist with photos, communicating with venues
- **Data Entry:** Keep detailed records of venues and photos
- **Business Advocate for Washington and Oregon:** Offer businesses the opportunity to highlight a child
- **Photo/Videographer Coordinator:** Assist with photo process with photographers
- **Heart Gallery Expansion Coordinator:** Reach out to photographers in all states
- **Photo Coordinator:** Assist with coordinating venue photo packets
- **Heart Gallery of America:** Communicate with Heart Galleries across America



## Recruitment

Do you like networking, outreaching and have computer skills? Are you a researcher? The following volunteer opportunities are for you.

- **Child Recruiter for our Public Website:** Outreach to engage other state
- **Web Child Listing:** List children on our private and public websites
- **On-Line Matching Event for Child Recruitment:** Assist with online webinars
- **Case Worker Searching Volunteer:** Search for case worker contact information
- **Slide Shows of Children:** Create slide shows of children featured on website
- **Child & Photo Listing Volunteer:** List children in our database and on our sites
- **Follow Up Volunteer:** Update database with info sent in by case workers
- **Webinar Producer:** Research adoption topics and pre-record webinars
- **Produce Video/Audio/Webinar and PowerPoint Training Materials:** Find creative ways to enhance recruitment of children

## Family Finding

Are you organized, timely and communicative? Do you want to have a bigger, more long term role with families? These positions may be good for you!

- **Family Finding Internship:** Perform research and communicate with family members of kids
- **Genopro Project Specialist:** Use a program to construct family trees for foster children
- **Data Entry Specialist:** Keep database up-to-date with crucial information
- **Family Outreach Volunteers:** Send out mass emails and respond to families
- **Private Investigator:** Good research skills, people searches, must have PI experience

## Mentoring

Are you good at researching and coordinating? Can you organize people and events? You would be perfect for these volunteer positions!

- **Data Support/Research Coordinator:** Research different support programs that will help our mentors
- **Life Skills Coordinator:** Coordinate, find speakers to teach different life skills to youth
- **Special Activity Coordinator:** Coordinate, set up special projects or service projects for youth
- **Mentor/Foster/Adopt Program Coordinator:** Help expand this programs with materials, web, forms, outreach



## Website and IT

Do you web content skills? Can you creatively design websites? Or, maybe you have a skill for advertisement and advocacy among the inter-web world? These volunteer positions would be great for you!

- **Graphic Designer:** Add graphic designs to our website, text messaging, Heart Gallery sites
- **Blog Coordinator/Monitor:** Build, monitor our blog, engage families, incorporate in other area
- **Text Messaging & SMS Marketing Campaign:** Develop, build plan to incorporate text/SMS in all programs
- **Web Programming - Badges:** Collect ideas about appropriate graphics and slogans
- **Web Process Volunteer:** Write script, suggestions that aid site to be user friendly
- **Manage Google Adwords Grant:** Make plan to maximize click rate, develop key words

- **Google Non Profit and Google+ Program Coordinator:** Create plan, incorporate using all tools in Goggle account
- **Produce Video, Audio, Digital Recruitment Tools for our Website:** Find creative ways to recruit for kids using different media
- **RSS Feeds:** Build a RSS Feed, make changes if needed to existing
- **SEO Optimizing:** Look for sites where we should have a presence
- **SEO Volunteer:** Familiarity with Adwords, Goggle Analytics and HTML/CSS/Javascript to edit pages
- **Video Production Volunteer:**Detailed knowledge of HTML5 Video to create slide show
- **Social Media Specialist:** Search internet for relevent content for Facebook and Twitter



## THANK YOU!

Your new and continued support is appreciated! Not only by AFFEC, but also for the families and children you help.

If you have any questions about the volunteer opportunities, please do not hesitate to contact us! We are happy to assist in any way possible.

Thank you and Happy Holidays!



Contact us at  
A Family For Every Child

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541-343-2856 Office  
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