



Position: TeamMS Recruitment Volunteer
Purpose: To identify potential teams to approach and help recruit and support new MS Bike Tour teams.
Tasks: <ul style="list-style-type: none">• Review event SCOT report from previous year in regards to recruitment• Identify potential teams to contact in your community• Help recruit new and past teams to the event• Support new and past Teams from local community• Communicate bimonthly with the Corporate and Community Development staff through phone or email to discuss local TeamMS recruitment and stewardship• Help plan and/or attend recruitment or stewardship events in local community• Provide post-event feedback on the TeamMS aspect of the event
Time Commitment: Attend in person/phone meetings with Corporate and Community Development Coordinator as often as needed. Work to identify and recruit new teams occurs on own time. Option to hold a TeamMS volunteer position at the event.
Skill Requirements: <ul style="list-style-type: none">• Familiar with local community• Strong organizational skills• Networking capabilities• Strong verbal and written communication skills• Good computer skills with experience in Microsoft Office• Proficient with email• Clear communication• Good customer service
Training and Skill Development: Information on all aspects of the event will be available. Overview of the goals of the TeamMS program.



MS HOPE Key Volunteer
Position Description

Supervision:

The TeamMS Recruitment Volunteer reports to and works directly with the Community and Corporate Development Coordinator

Benefits:

Contribute to the community.
Work with a fun, dynamic group of people
Work 'behind the scenes' of a well known fundraising event
Gain valuable work experience
Develop leadership skills
Recognition from the MS Society

Approval and Assumption of Responsibilities

Volunteer's Name _____ Date _____

Volunteer's Signature _____

Coordinator of Volunteer Resources' Signature _____