



## Volunteer Opportunities: Effective December 16, 2014

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**Committee: House / Programs (Dinner Meetings)**

**Role:** AV Set Up at Dinner Meetings

**Details:** Volunteer needed to set up AV equipment at each dinner meeting

**Time Commitment:** 30 minutes prior to each dinner meeting – 4:30-5:30

**Committee: House**

**Role:** Chair

**Details:** Plan locations and menus for 2014-15

**Time Commitment:** Two hours per month, 6 planning meetings / year and attend each monthly dinner meeting

**Committee: New Professionals**

**Role:** Event Planner

**Details:** Help plan and execute monthly events

**Time Commitment:** 2 hours per month

**Committee: Suppliers' Night**

**Role:** Speaker Organizer

**Details:** Volunteer needed to organize speakers for the morning of Suppliers Night

**Time Commitment:** March each year, and the morning of Suppliers Night (November)

**Committee: Suppliers' Night**

**Role:** Social Event Organizer

**Details:** Volunteers needed to organize a social event the night before Suppliers Night

**Time Commitment:** March each year, and the morning of Suppliers Night (November)

**Committee: Suppliers' Night**

**Role:** General Volunteer

**Details:** Volunteers to generate ideas for the event

**Time Commitment:** January – June, 2 meetings as scheduled

**Committee: Membership**

**Role:** Membership Outreach – Event Follow-Ups

**Details:** Volunteer needed to send emails to attendees after each Chicago Section event. Volunteer will also create and maintain a basic summary report of each campaign.

**Time Commitment:** 2 hours a month, remote.

**Committee: Membership**

**Role:** General Volunteer

**Details:** Volunteers needed to join a growing committee. 3 new subcommittees have been formed, all will need support!

**Time Commitment:** Various, to fit the need of the volunteer.

**Don't see an opportunity that fits you? Contact us to find the perfect fit!**  
**All volunteers welcome!**

[BusinessOffice@ChicagoIFT.org](mailto:BusinessOffice@ChicagoIFT.org) – (630) 916-4960