



Position: 2009 Charity Golf Tournament Planning, Part-time Volunteer
Location: ON – Durham Region

The Golf Tournament Planning volunteer works under the direction of the Fundraising Coordinator, Autism Ontario – Durham Region, to ensure that the 2009 Charity Golf Tournament is a successful fundraising event.

Essential Functions:

- Work under the direction of the Fundraising Coordinator.
- Work in a team environment to effectively represent Autism Ontario – Durham Region and its mission in the community.
- Attend sub-committee meetings as necessary at various locations around Durham Region.
- Must be accessible by email to address issues between meetings.
- **Specific duties may include: arranging and collecting donations of prizes and gift bag items; assisting with promotion by strategic positioning of posters; arranging hole sponsors; assisting with mailings; and more.**

Qualifications:

- Project-oriented with excellent time-management skills.
- Must be able to take initiative and work independently.
- Good brainstorming and problem-solving skills.
- Must be able to execute assignments to successful completion.
- Excellent interpersonal and communication skills.
- Must be familiar with the mission and purpose of Autism Ontario – Durham Region.
- Knowledge of autism is an asset.
- Some basic computer skills may be required.

**If you are interested in this volunteer position,
please contact our Volunteer Coordinator:**

autismdurham.volunteer@Gmail.com

We thank all applicants for their submissions. We will attempt to match all potential volunteers to meaningful and rewarding roles that are best suited to them.

AutismONTARIO - Durham Region

Realize Community Potential Program Office & Chapter Mailing Address
21980 Highway 12, Sunderland, Ontario L0C 1H0 CANADA
Toll Free Phone/Fax 1-866-495-4680 • Email durham@autismontario.com