



at Granite State College

Become an OLLI Volunteer

Concord ♦ Conway ♦ Manchester ♦ Seacoast

Please check the OLLI volunteer opportunities that interest you.

___ **Class Assistant:** Act as assistant to the presenters, taking attendance, distributing handouts, helping set up equipment, etc. Training is provided. Enjoy becoming better acquainted with your fellow classmates.

___ **Class Presenter:** Teach your passion! If you are interested in sharing your skills/knowledge/experience in a particular area, OLLI wants to hear from you.

___ **Curriculum Development:** Develop and evaluate courses, special events and interest groups. Identify and contact possible presenters.

___ **Event Planning:** Coordinate and work at special events (Course Previews, OLLI Brown Bag University, social gatherings, etc.)

___ **Fund Development:** Perform fundraising activities from within the membership, other individuals and from public and private organizations.

___ **Member Recruitment/Retention:** Contact new members or inactive members via phone and/or email.

___ **Newsletter:** Gather, write and organize submissions for newsletter production.

___ **Office Support:** Perform administrative tasks, (e.g. phone calls, database and spreadsheet entry).

___ **Publicity:** Work locally to increase awareness of OLLI by distributing catalogs, writing/placing articles in newsletters, newspapers, community bulletin boards and/or joining the Ambassador program. OLLI Ambassadors are invited to speak at local organizations about OLLI. Training is provided.

___ **Site Committee:** Facilitate the growth and excellence of the local OLLI program in cooperation with the OLLI staff and the OLLI Steering Committee.

Name: _____ Phone: _____

Email: _____ Date: _____

OLLI Site: Concord Conway Manchester Seacoast

Skills you bring to this volunteer experience _____

Occupation (current or past) _____

OLLI at GSC, 25 Hall Street, Concord, NH 03301

603-513-1377

olli.office@granite.edu

<http://olli.granite.edu>