



Volunteer Job Description

Title: Events Volunteer

Reports to: Events Coordinator

Purpose of Position: Assists Events Coordinator during adoption events (PACC911, Meet and Greets, etc.), and our annual picnic events. May assist the coordinator in fundraising activity as agreed upon with the Events Coordinator by soliciting in-kind donations from businesses and preparing silent auction items and raffle baskets. Assists with setup and tear down of events.

Duties and Responsibilities:

- Participate in third-party adoption events, and store meet & greet events under the direction of the Events Coordinator.
- May solicit donations from businesses for fundraising events under direction of the Events Coordinator
- Volunteers as needed at events including Set up and tear down of events
- Communicates availability to volunteer for events using the rescue's Signup Genius email solicitation to volunteers.

Qualifications:

- Great communication skills
- Friendly and upbeat personality
- Knowledge of AZBTR Policies and Procedures on becoming a foster, adopting a dog and volunteering
- Physically able to lift up to 50 LBS

Training Requirements:

- Training to learn AZBTR Policies and Procedures on becoming a foster, adopting a dog and volunteering

Time Commitment:

- Up to 3-5 hours a month during event season (Oct-April)
- Up to 4-5 hours every month for Meet and Greets across the valley

Volunteer Benefits:

- Helping homeless Boston Terriers find their forever homes
- Working with foster families and AZBTR Leaders
- Opportunities to attend AZBTR events
- Making a difference in the community

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