

About the Senior Charity Care Foundation: Founded in April 2011, the Foundation provides financial assistance to low-income seniors 55+ residing in care facilities and senior apartments with basic items to improve their quality of life (eye glasses, hearing aids, dentures, dental care, therapies not covered complete by Medicaid and Medicare, etc.). Ultimately serving seniors who reside in the Intermountain West, our current focus is on serving qualified seniors in Davis, Salt Lake, Utah and Weber Counties.

Job Title: Event Volunteer

Location: Event location may vary. In 2015, the Hope Benefit will be held at The Tower at Rice-Eccles Stadium, University of Utah, Salt Lake City on October 20 from 5:30 PM – 9:00 PM

Key Responsibilities: representing the Senior Charity Care Foundation in a positive light, Hope Benefit event management may include:

- event logistics and on-site support – on the day of the event, help set-up silent auction items (1:00 – 4:30 PM), assist with check-in (5:15 – 7:15 PM), answering questions during the event, breakdown (9:00 – 10:00 PM), etc.
- identify and communicate potential silent auction donors and event sponsors
- assist silent auction donors with mobile bidding
- take photos of the event
- other duties as assigned/volunteered

Reports to: Beth Ehrhardt, President or other Friends of the Foundation

Length of Appointment: event specific, may also choose to join the Friends of the Foundation who help to plan the event through monthly daytime meetings

Time Commitment: evening hours during the event. Event will be held Wednesday, October 22, 2014 from 5:30 PM to 9:00 PM.

Qualifications: people person, someone with good follow-through and self-motivated, email access, preferred although not required, event experience preferred although not required

Support: Training for this position will be provided in the evening, sometime during the week before the event. In addition, the President and long-term Friends of the Foundation will be available for questions and assistance.

Age Requirement: 21+

Dress Code: At the event, evening wear/Sunday clothing