

## **Regina Ambassador Program**

### ***Volunteer Request – Available Opportunities:***

- Clerical Assistance needed for help processing the Annual Fund Fall Appeal Letters  
*September 15 – October 15.*
- Grant Researchers – if you like to surf the web how about researching foundations for available grants. This is **an ongoing program** we need diligent volunteers.
- Clerical Assistance needed for help with the Alumnae Association mailing. Students Welcome (service credit available)  
*November 9 and 10.*
- Clerical Assistance needed for help with the organization of calendar raffle for sales distribution. Students Welcome (service credit available)  
*November 16 – 20*
- (2) volunteers to serve as Bartenders and (4) Tour Guides/Hosts needed for event at RHS  
**October 17<sup>th</sup> 4 p.m. to 7 p.m.**
- Callers for ongoing Phone-a-thon. Make calls to alumnae, parents, and friends to bring awareness of the school's financial needs. Solicit for Capital Funds, Annual Giving and Scholarship Funds. If you are comfortable making cold calls and asking for donations we need your help. Students Welcome (service credit available)  
***Every Wednesday from 3p.m. to 8 p.m. Starting October 7, 2009***
- Amateur Photographers needed to attend a variety of events and take photos for the Saddle News, Archives and Website. We will provide digital cameras. Students Welcome (service credit available). This is **an ongoing program**.
- Researchers needed to surf the web for “lost alumnae”. This is **an ongoing program**.
- Public relations liaison – volunteer needed to periodically deliver event materials to our feeder schools and parishes and surrounding businesses. This is **an ongoing program**.
- Assist Admissions Department at Prep Bowl– man recruiting table.  
***October 24<sup>th</sup>***
- Assist Admissions Department at Powderpuff– man recruiting table.  
***September 19<sup>th</sup>***
- Adult mentors at 8<sup>th</sup> grade Leadership Conference hosted by Student Council at RHS  
***November 14***
- Volunteer Parents / Alumnae to work Prospective Student Open House as tour guides, answer questions, host, hostess at check-in.  
***November 1, 2009 hours: 12 p.m. to 5 p.m.***

When you volunteer for one of these positions, you will be fully trained, you will be appreciated, we'll buy your lunch, and we'll expect your input! If you feel one of the above tasks is something you'd like to do for Regina High School – Call the Advancement Office at 586-585-0500 ext. 285 or stop in for a chat.