



VOLUNTEER POSITION DESCRIPTION

Position: United Way Niagara Golf Committee

Position Time Period/Date Range: November – August Annually

Position Background

The United Way golf committee plays a pivotal role in organizing United Way's Early Bird Classic and Summer Classic golf tournaments each year. These two (2) annual golf tournaments bring together local business leaders, entrepreneurs, executives, and avid golfers from across Niagara to support vital programs that help lift people from poverty, build stronger communities, and help kids be all that they can be. More than 175,000 people in Niagara rely on United Way every year. The golf tournaments kick off the annual campaign in support of over 143 programs delivered through more than 90 agencies in the Niagara Region.

Position Summary:

Golf committee members meet monthly to plan both tournaments, discussing sponsorships, prize donations, event logistics, and enhancing golfer experience. Committee members also solicit local businesses for sponsorship and prizes, with the guidance of United Way and Golf Committee Co-Chairs. Golf committee members are encouraged to attend the tournament and assist with day of event duties, this may include assisting with set-up, engaging with golfers, discussing United Way initiatives, and/or supporting golf tournament details, hole games and activities. Committee members will meet in the late fall to discuss golfer feedback and debrief post-tournament(s).

Key Responsibilities:

- Attend monthly virtual committee meetings;
- Assist in securing sponsorship and prize donations;
- Assist Co-Chair and United Way team members with making tournament decisions (locations, dates, raffles/auctions, course activities, player meals, prizes, player gifts, and all other items discussed during meetings and email correspondences);
- Attend golf tournament(s) as a volunteer for the day assisting with set up, golf course games/activities, connecting with golfers, and other duties as assigned throughout the day; and
- Re-connect post-tournament to discuss feedback and next year's planning.

Important Dates:

- To be determined annually, however typically held from May – August every year.
 - Early Bird Classic tournament anticipated to be held in May, annually.
 - Summer Classic anticipated to be held in July, annually.

Knowledge and Interests:

- Required:
 - A strong interest in supporting charitable causes and a commitment to the mission of United Way
 - Knowledge of fundraising techniques and strategies, including soliciting donations, securing sponsorships, and implementing fundraising activities during the event
 - Effective communication is essential for coordinating with Co-chairs, fellow committee members, volunteers, golfers, and sponsors
 - Collaborative skills to work effectively with Co-chairs, committee members, and volunteers towards a common goal
 - Thinking creatively to come up with unique fundraising ideas and ways to make the golf tournaments stand out
 - Beneficial:
 - Ability to promote the charity golf event to attract participants, sponsors, and donors
 - A basic understanding of golf rules, etiquette, and terminology
 - Skills related to event planning and logistics
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United Way Niagara engages volunteers and people in the community based on merit and is strongly committed to diversity and equity within our community and to providing a welcoming and inclusive environment. We welcome volunteer applications from Black, Indigenous and People of Colour, women, persons with disabilities, people of all sexual orientations and genders, and others with the skills and knowledge to productively engage with diverse communities. Persons with disabilities who anticipate needing accommodations for any part of the volunteer application process may contact, in confidence, support@unitedwayniagara.org.

All personal information is collected under the authority of the Freedom of Information and Protection of Privacy Act.

United Way Contact Information:

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