



Wanderers' Rest Humane Association  
7138 Sutherland Drive - P.O. Box 535  
Canastota, NY 13032  
(315)697-2796 x102  
[www.wanderersrest.org](http://www.wanderersrest.org)

## **VOLUNTEER POSITIONS FOR FUND RAISING EVENTS**

Besides volunteers who participate in visiting the shelter directly with the animals, WRHA needs people to help with various fund raising responsibilities. These events are vital to the shelter - providing much needed funds for general operations, medicine, supplies and equipment, spay/neuter, and much more. Please join us as every little bit helps the shelter take care of the animals we are entrusted to provide for.

## **COMMITTEES**

### **Sponsorship Solicitation**

Do you know a business who would like to sponsor our shelter event? You provide the business with a sponsor packet which is a folder filled with our flyers and correspondence they need to sponsor the event. It is multi-level, and we need folks to deliver these out in the business community. This can be Madison, Onondaga or Oneida County coverage. You can also arrange and stuff these packets by using a sample pack provided by a WRHA fund raising staff person.

### **Vendor Solicitation**

Do you know a vendor who would like to set up a booth during our Woofstock event? You provide the business with a sponsor packet which is a folder filled with the flyers, and correspondence they need to sponsor the event. It is multi-level, and we need folks to deliver these out in the business community. This can be Madison, Onondaga or Oneida County coverage. You can also arrange and stuff these packets by using a sample pack provided by a WRHA fund raising staff person. We can also work on mailings to associations that contact craft vendors, or businesses. We need "floaters" as well for Woofstock who can sit at a booth if the person needs a break or if they have no one to run their booth.

### **Sign Making and Other Artwork Development**

We need teams to design and paint signs - from parking to event signage! All kinds of signs for food this way, walk starts here, route signs and a whole lot more. This can be done by a group, but it does need to look professional so we can help you stencil the signs --- donations of foam board always appreciated for these event signs, some we nail to stakes and cover with plastic too if they are gong to be outside.

### **Raffle Area - Prizes; Gifts, Certificates, Items/Services**

We always need raffle baskets from chocolates to spa items! We can use nice items; jewelry, furniture, electronic equipment, gift items, tickets and passes to attractions and museums, and everything in between. Restaurant gift certificates, bowling, golf courses and much more. These items can be solicited from businesses and individuals across the three county area. We also need a team of basket decorators who can dress them up with ribbon, cellophane and tags!The day of the event we need people to run raffle areas; either 50/50, raffle ticket sales and people to keep track of the raffle area winners during announcement time to give baskets to recipients.

### **\_\_\_\_\_Event Promotion, Distribution and Ticket Sales**

We need people to follow routes in towns, villages and cities to distribute flyers, posters or small brochure displays to be placed in businesses. These can also be assembled by this team. We can show you an example and let this team of volunteers put them together and send them out throughout the 3 county area for promoting the event. We may also need people to sell tickets to the event (For Raisin' The Barn Woof) we need tickets sold. During Woofstock we need Dog Walkers to participate in the event in order to make it a success. A good assertive person will be perfect for this category and maybe someone to sit at our Adoption events to help sell the tickets.

### **\_\_\_\_\_Actual Day of Event Participation**

Running an area, greeting participants, manning a booth, working the parking area, and much more. Help setting up the event the day before, any volunteer in this category helps us by assisting in the massive responsibility of setting an event up. There is always plenty to do and tasks may vary but we need you and teams to help us get tables out, registration areas set up, items placed on tables, signs put up, and all tasks done hours before the actual event starts. In certain cases we may be on site several days before.

### **\_\_\_\_\_After the Event Tear-Down**

After an event there are always dozens of tasks to do. Break down areas, put items away into boxes, clean up, tear down all signs and ultimately leaving a host site exactly how we found it. We can have groups of Scouts --- and groups that need community service hours. We can always use a couple of strong teens or adults to help load tables or chairs, signs or heavier items back into vehicles and bring them back to the shelter for storage. clean up includes trash pick up, any items off the walk routes and removal of everything we brought in.

### **\_\_\_\_\_Coordinating Volunteers and Solicitation of Teams for Event**

We need volunteer coordinators who can give people tasks and duties the day of the event - in case of spontaneous volunteers who join us. We also need people to head a volunteer committee as we get people to fill these positions listed in this flyer!

Please contact WRHA about any of these categories and we will add your name to our venue ASAP! You can e-mail this form, mail, scan and return to any of the staff, or bring this into the shelter in person. We need you and people you know too! Teamwork can make an event successful. Many people do not realize how much work goes into an event. We need development committee too to assist in planning shelter events, so bring your talent and treasure and join us today! Anything else we did not cover and you are interested in please contact us for event participation.

### **YOUR WANDERERS' REST HUMANE ASSOCIATION CONTACTS ARE:**

Heather Daley, Event Chair at: [heatherd13@gmail.com](mailto:heatherd13@gmail.com) or (315) 727-3313

Joanne Cronan-Hamoy, Event Co-Chair at: [wrhaprograms@aol.com](mailto:wrhaprograms@aol.com) or (315) 922-7559 or (315) 697-2796 x 102

Delaine Stauring and Vicky Arnold/Front Desk Office Coordinators  
Call (315) 697-2796 During Open Business Hours Leave Message for Heather or Joanne