



VHP Volunteer Opportunities

2016-2017 School Year



Vets in the Classroom Lecture Series

Time Frame: Fall (Sept. - Oct.) & Spring (Feb. - March)

Location: All around Arizona

- (Veterans) Continue to share your story through a 50-minute school assembly and/or classroom lectures.
- Support the lecture series by:
 - Helping to coordinate speaking opportunities at partner schools and potential schools
 - Helping identify speakers
 - Helping develop support materials

Scholarship Committee

Time Frame: December – March

Location: Web-based, via email correspondence

- Review submitted scholarship essays utilizing criteria to make scored recommendations
 - Scholarships include (3) AVHOFS, (3) VHP Personal Scholarships, (1) Above and Beyond Scholarship, and (1) Caitlin Campbell Travel Scholarship.

Editorial Committee

Time Frame: November – February

Location: Web-based via email correspondence & at least one in-person Editing Day

- Review and provide electronic copy edits of student stories to prepare for publishing in *Since You Asked*, delivered via email.
 - Between 1 and 6 stories every week, depending on volunteer willingness and availability and availability of stories.
- Participate in at least one in-person Editing Days in January for any of five publishing groups in East Valley, Phoenix, Tucson, and Northern Arizona.

Technology Support

Time Frame: Year-round

Location: Primarily web-based and North Phoenix for meetings

- Use your skills to support various technology aspects of the VHP Program.
 - Microsoft SharePoint Expertise in Architecture, Design, Programming or Support
 - Website Research, Redesign and Maintenance
 - VHP Project Management Cloud Database Support - Chapter Training & Help Desk Support
 - Adobe In-Design- Chapter Training and Support
 - Optimization of Salesforce
 - Google/Email

Audio/Visual Media Support

Time Frame: Year-round

Location: Web-based and North Phoenix for meetings



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- Use your skills to support various technology aspects of the VHP Program
 - Video Veteran Lecture Series
 - Photography for VHP events and activities
 - Help Develop Blended Learning “Hatch Academy” Training Videos
 - Help Develop VHP Promotional Videos

Chapter Advocates

Time Frame: August – May

Location: Based on volunteer location

- Part of VHP’s support structure for Teacher Advisors and Chapter Operations. Volunteers can be assigned as a Chapter Advocate to a VHP Chapter or a VHP Chapter Region, depending on willingness and availability.
- Advocates will do regular visits and check-ins with chapters, monthly check-ins with VHP Admin, and attend VHP’s annual training day.
- The primary roles are to be extra eyes and ears for the chapters as they fulfill the chapter tasks, chapter progress tracking and communication with VHP Board, fundraising support, and chapter recruitment.
- Additional roles could include technology support, event support, and identifying community partners.

Administrative & Program Support

Time Frame: Year round

Location: Web-based and North Phoenix for meetings

- Lend a helping hand when the need arises. Support may include, but is not limited to:
 - Prospective school and existing chapter visits.
 - Assembling and transporting materials.
 - Office support such data entry, updating and editing documents, monitoring book and supply inventories.
 - Research projects such as identifying school district contacts, tax credit forms, etc.
 - Supporting volunteer coordination.

Community Outreach

Time Frame: Year round

Location: All around Arizona

- Support book receptions, community and civic events with transportation of materials, set up and clean up help and other specific event roles.
- Represent VHP by staffing exhibit tables at community and civic events.
- Help recruit and train volunteers and develop a VHP orientation.
- Help develop social media calendar.
- Utilize your marketing and/or public relations background by helping to develop marketing materials and press releases, and pitching story ideas to local media.
- Introduce VHP to community members by hosting a gathering.



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- Introduce VHP to individual who may be good Board member candidates. Identified areas for Board growth includes alumni students, community leaders and working professionals with financial, accounting, marketing, and education backgrounds.