



Educator/Public Speaker Position Description

Title: Metro Volunteers Course Instructor or Educational Public Speaker

Position Overview: These skilled volunteers will combine their teaching skills with their passion for volunteerism to build volunteer capacity in the Denver Metro area. Courses taught include Engaging Volunteers Effectively, Board Leadership for Board Candidates and Agencies, Project Leadership, Engaging Volunteers with Disabilities and Evaluating your Volunteer Program. These courses are generally 3-4 hours in length. In addition, speakers are sought to deliver short training sessions to groups such as college students, service clubs or associations. These programs are generally 1- 1 ½ hours in length.

Key Responsibilities:

- Understand the mission, vision and values of Metro Volunteers
- Demonstrate course content competence
- Attend Train the Trainer Session
- Team teach with another trainer up to 25 students or present to a luncheon or college class.

Qualifications:

- Teaching or training experience including public speaking
- Interest in affecting the impact of volunteerism in our community through building the capacity of nonprofit organizations and training volunteer leaders
- Be organized and detail-oriented
- Have regular and consistent access to the Internet, possibly teach webinars

Time and Length of Commitment: Preparation for each course taught as well as class time – several hours. Train at least 3 courses per year.

Support and Training: You will work closely with the Executive Director, peer Trainers and our Client Services Department. You will be offered training opportunities as they arise in all our content areas.

Impact: *You will have the opportunity to...*

- Cultivate volunteers as a vital force in our community
- Train agencies on effective engagement of volunteers
- Connect with like-minded people
- Make a significant difference towards solving Denver's critical issues

To Volunteer or ask questions? Contact Kristy Judd at 303.282.1234 ext. 311 or kristyjudd@metrovolunteers.org