

Grand Valley Trails Association Volunteer Job Description



Position Title: Advertising Editor of Trail Markings (GVTA Newsletter)

Position Description: Be able to promote the GVTA to potential and appropriate retailers in the Grand Valley Watershed area and seek their business for ads in Trail Markings. Work with the team of newsletter editors to coordinate the placing of advertisements in the newsletter and communicate the advertisement status for each newsletter with the GVTA treasurer. Have access to a computer with Microsoft Word internet, e-mail.

Position Requirements:

- | | | |
|---|---|--|
| <input type="checkbox"/> Confidentiality | <input type="checkbox"/> Physical Demand | <input checked="" type="checkbox"/> Work Without Supervision |
| <input checked="" type="checkbox"/> English Proficiency | <input type="checkbox"/> Specialized Training | |

Training Details:

Areas of Interest:

- | | | |
|--|---|--|
| <input type="checkbox"/> Boards & Committees | <input type="checkbox"/> Culture/Heritage | <input checked="" type="checkbox"/> Management |
| <input type="checkbox"/> Children/Youth | <input type="checkbox"/> Event Planning | <input type="checkbox"/> Office Work |
| <input checked="" type="checkbox"/> Communication/
Public Relations | <input type="checkbox"/> Gardening | <input type="checkbox"/> Recreation/Sports |
| <input checked="" type="checkbox"/> Computers | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Special Events |
| | | <input type="checkbox"/> Teaching/Tutoring |

Time Detail: 2 to 3 hours a month

Minimum Duration:

- | | | | |
|---|-------------------------------------|---|--|
| <input type="checkbox"/> 3 months or less | <input type="checkbox"/> 4-6 months | <input checked="" type="checkbox"/> 7-12 months | <input checked="" type="checkbox"/> More than 1 year |
| <input type="checkbox"/> Special Event | → Start Date: immediate | End Date: <input type="checkbox"/> | |

Ideal For:

- | | | | |
|---|--|---|-----------------------------------|
| <input checked="" type="checkbox"/> An individual | <input type="checkbox"/> A group (3-5) | <input type="checkbox"/> A group (over 5) | <input type="checkbox"/> A family |
|---|--|---|-----------------------------------|

Geographical Area:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Kitchener | <input checked="" type="checkbox"/> Wellesley Township | <input checked="" type="checkbox"/> Woolwich Township |
| <input checked="" type="checkbox"/> Waterloo | <input checked="" type="checkbox"/> Wilmot Township | |
- Other:

Transportation:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Car required | <input type="checkbox"/> Not on a bus route | <input type="checkbox"/> On a bus route |
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