

Volunteer Opportunities

United Cerebral Palsy of Minnesota is a 501(c)(3) not-for-profit organization assisting individuals affected by cerebral palsy and similar disabilities in the state of Minnesota, with the exception of Stearns, Sherburne and Benton Counties. These three counties receive support from our partner affiliate, United Cerebral Palsy of Central Minnesota.

Our office consists of three part-time staff members: Carrie Mastenbrook – Executive Director; Michele Nickerson – Information and Referral Specialist and Maxine Slobof – MATLN Coordinator. Our organization relies heavily on volunteers to assist us in living out our mission; advancing the independence, productivity and full citizenship of people with cerebral palsy and similar disabilities. We would love for you to consider volunteering with us!

Here is a list of opportunities available:

Administration

- Answer Phones
- Assistance with maintaining our IT needs for our office
- Database Management
- Filing
- Gathering of resources and keeping that list updated
- Mailers

Assistive Technology

- Assist in organization of devices
- Assist in processing devices for shipment and process once returned
- Assist in demonstrations as requested by MATLN Coordinator
- Make recommendations to our MATLN Coordinator on new devices that would benefit our library

Board of Directors

- Serve on our board of directors
- Help create and serve on an advisory board. I would love to create an advisory board that meets 3 – 4 times a year comprised of parents, caregivers and professionals in the field that would help guide us and keep us up-to-date on the latest information and needs of our consumers, caregivers and parents

Events

- We currently plan (2) fundraising events each year – our stationary bike race (generally in winter, early spring) and our golf tournament (in July). In 2012, we are looking to add a day at the zoo/picnic lunch in June; support groups, each month; education sessions, each month; and a fundraising walk in the fall. This is an area that we need the largest number of volunteers and each event's needs are a little different. Overall we need help creating flyers, posting on our website, facebook and twitter, opportunities to get the word out,

gathering all needs for that particular event, negotiating with vendors, working with vendors on logistical details and then on-site preparations, just to name a few.

Fundraising

- Assist with our year-end giving campaign
- Assist with "Give to the Max Day" campaign, generally in November
- Assistance getting the word out about our special events throughout the year

Grant Writing

- Research grant opportunities
- Write and submit grant proposals

Social Media

- Blog
- Graphic Design
- Write content for our monthly newsletter
- Write content for our facebook page and provide updates
- Create and write content for a twitter account
- Update our website

Volunteer Coordination

- Assist with recruiting, scheduling, managing and recognizing our volunteers