

## **IHN Volunteer Tasks**

Thank you for your interest in supporting IHNGK. Do you have particular gifts or talents that you would like to offer? Please contact the director at [ihnknnoxville@yahoo.com](mailto:ihnknnoxville@yahoo.com), or a board member ([www.ihnknnoxville.org/board.htm](http://www.ihnknnoxville.org/board.htm)). Here are some of our immediate needs.

### **Fundraising**

- Compile and copy grant materials.
- Write grants
- Help with our annual fund raising event – Spaghetti Cook-Off (held in August)
- Coordinate other fund raising events for IHNGK (possibilities include a golf tournament, choir concert with proceeds benefiting IHNGK, etc.)

### **Public Relations**

- Copy materials for meeting and speaking engagements.
- Speak at IHN events.
- Arrange for IHN speakers to speak at civic groups.
- Arrange for IHN speakers to speak at businesses.
- Solicit local hotels about donations of sheets or blankets.
- Solicit local hospitals about donations of sheets or blankets.
- Solicit bed companies for beds.
- Update display boards for meetings.
- Update the website.
- Write to local newsletters and paper about an IHN article.
- Write thank you letters for donations.

### **Resource Directory**

- Participate in a committee to call pastor to compile a referral directory of talents.

### **Other Tasks**

- Attend Knoxville Leadership Foundation meetings during the day
- Pick-up donated items.
- Send postcard for meeting reminder.
- Take minutes at meeting.
- Help to compile and write personnel policies.

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