

CHABAD JEWISH CENTER OF GREATER S. PETERSBURG

4010 Park St. North * S. Petersburg FL 33709

Phone: 727-344-4900 Fax: 206-984-3754 * info@ChabadSP.com www.ChabadSP.com

Dear Friends,

We hope this letter finds you well.

Here at Chabad, we are busy undergoing big changes as we expand our work in reaching out to the Jewish community. The success of our organization is, and always will be, dependent upon the great talent and commitment of our volunteers.

Many people have gotten on board to help make a difference, and the changes we have seen have been tremendous! You don't have to have a lot of time – something small on your part can make a huge difference on our part - just an extra pair of hands can be all that's needed to turn a project into a success! In addition to helping Chabad, it gives you the opportunity to meet and interact with other members of our community.

Getting involved is as simple as filling out the form below and looking over the attached sheet which lists the areas in which we could use your help. After checking off the area or areas where you would like to contribute your time and/or talents, mail or fax (206-984-3854) both pages back to us.

Thank you and we look forward to hearing from you soon.

Sincerely,

Rabbi Alter and Chaya Korf

Yes, I would like to help! Here is my contact information:

Name: _____ Age: (optional) _____

Street: _____ City: _____ State: _____ Zip: _____

Daytime Phone: _____ Cell Phone: _____

Email Address: _____

I'm a Snowbird and I'm here from ____/____/____ until ____/____/____

<u>I am available to volunteer:</u>	<u>I would prefer:</u>
<input type="checkbox"/> Weekdays, business hours	<input type="checkbox"/> One-time opportunities
<input type="checkbox"/> Weekdays, evenings	<input type="checkbox"/> Short-term opportunities
<input type="checkbox"/> Weekends	<input type="checkbox"/> Long-term opportunities

Accounting/Finance:

- ☐ CPA
- ☐ AR
- ☐ AP
- ☐ Budgeting
- ☐ Tax Expert
- ☐ Banking

Office Administration:

- ☐ Reception
- ☐ Phones
- ☐ Data Entry/Typing
- ☐ Copying
- ☐ Mailings & packages
- ☐ Filing
- ☐ Emailing
- ☐ Scanning
- ☐ Mail Management
- ☐ Data Management
- ☐ Procedures/Documentation

Construction:

- ☐ Electrician
- ☐ Plumber
- ☐ Repairs
- ☐ Architect
- ☐ Builder/Contractor

☐ **Interior Design****Security:**

- ☐ Building
- ☐ Fire/Hurricane
- ☐ Terrorist Event
- ☐ Evacuation
- ☐ Hardware System

Fleet Services:

- ☐ Car Repair
- ☐ Car Detailing
- ☐ Insurance
- ☐ Driving
- ☐ Auction Donations

Audio/Video:

- ☐ Equipment Donations
- ☐ Equipment Maintenance
- ☐ Event set-up

Information Technology:

- ☐ Network
- ☐ Software
- ☐ Hardware

Information Technology (cont.):

- ☐ Repairs
- ☐ Web Design/Maintenance

Events:

- ☐ Chairperson
- ☐ Menu
- ☐ Entertainment
- ☐ Welcome Table
- ☐ Sound Systems
- ☐ Photography
- ☐ Permits
- ☐ Donation Solicitation
- ☐ Set-up/Clean up
- ☐ Decorating
- ☐ Cooking
- ☐ Ushers
- ☐ Waiting tables
- ☐ Food Prep
- ☐ Maintaining Linens

Media Relations:

- ☐ Press Release/Liaison
- ☐ Writing Stories

Photography:

- ☐ Equipment Donations
- ☐ Events Historian
- ☐ Photo Librarian
- ☐ Videographer

Fundraising:

- ☐ Grant Writing
- ☐ Thank you letters
- ☐ Ebay Sales
- ☐ Mining new donors
- ☐ Yahrtzeit board
- ☐ Events planning
- ☐ Volunteer development
- ☐ Donor Management

Purchasing:

- ☐ Price Comparison
- ☐ Inventory Management
- ☐ Shopping

Marketing:

- ☐ Branding
- ☐ Graphic Design
- ☐ Direct Mail

Education/Teaching:

Age Group: _____

Education/Teaching (cont.):

- ☐ Lesson Planning
- ☐ Teaching Assistant
- ☐ Guest Speaker
- ☐ Hebrew Reading
- ☐ Current Events
- ☐ Tutoring
- ☐ Counseling

Outreach:

- ☐ Kiddush
- ☐ New Community Members
- ☐ Keeping Connected
- ☐ Social Media (e.g. FaceBook)
- ☐ Social Groups
- ☐ Newsletter
- ☐ Writing
- ☐ Distribution
- ☐ Media Relations
- ☐ Challah Baking/distribution
- ☐ Sick Visitations
- ☐ Hospital Visits
- ☐ Shut-in Visits
- ☐ Jail Visits

If you have professional experience in the following areas, please give detailed information on a separate piece of paper:

- ☐ Non-profit management
- ☐ Public Speaking
- ☐ Strategic Planning
- ☐ Business Planning
- ☐ Baking Relations
- ☐ Human Resource Management
- ☐ Law

Hobbies:

- ☐ Singing
- ☐ Sports
- ☐ Crafts
- ☐ Art
- ☐ Gardening
- ☐ Sewing

If you have talents/skills in areas that aren't listed, let us know:
