



Serve Wyoming

March 19, 2010

Dear Colleagues:

ServeWyoming is partnering with the Casper Journal, Casper Star Tribune, and the City of Casper to develop and produce the 3rd Annual Natrona County Volunteer Guide 2010 - a resource for our Casper area non-profit community to enhance and support effective volunteerism. The Casper Journal and Casper Star will publish an insert of Natrona County area nonprofit organizations and their volunteer needs and opportunities on April 21, 2010. We urge you to take advantage of this FREE service and publicity.

Organizations will be required to participate in a short survey before and after the Guide has been printed in order to help us determine the impact of the Volunteer Guide 2010. Please note, you are required to post a VOLUNTEER OPPORTUNITY or EVENT on the site or send in via fax form to be eligible for this publication.

To get started:

1. Log onto www.volunteerwyoming.org ;
2. Create an account, & Login to your account;
3. Create a **Volunteer Opportunity** by clicking on the "O" Icon for Volunteer Opportunities and enter your details;
4. Or, if you are unable to access the website, complete the attached form and fax it to 307-234-3438;
5. All submissions are due **March 31st, 2010** at 5p.m.

NEW THIS YEAR: Due to page constraints, we will have the following limitations on your entry in the Volunteer Guide:

- ✓ One logo in jpeg or bitmap form;
- ✓ Mission Statement limited to 60 words;
- ✓ Your top 5 Volunteer Opportunities; and
- ✓ Each Volunteer Opportunity description will be limited to 15 words each.

Please send your LOGO and any volunteer photos you would like to be considered for the publication to shelly@servewyoming.org. For more information or clarification on any of the limitations, please feel free to contact us at (307) 234-3428.

In Service,



Program Coordinator, Volunteer Wyoming



Volunteer Wyoming

A project of Serve Wyoming

Organization Name:

Mission Statement: **(Limited to 60 words)**

Website:

Street Address:

Mailing Address:

City, State ZIP:

Phone:

Fax:

Primary Contact Name:

Title:

E-Mail Address:

Please check all that apply to your Organization:

Population Served – Select the populations your Organization Serves			
Groups	Disabilities	Age Groups	Sex
<input type="checkbox"/> Animals	<input type="checkbox"/> Mobility	<input type="checkbox"/> Infants/Toddlers (0-4)	<input type="checkbox"/> Male Only
<input type="checkbox"/> Families	<input type="checkbox"/> Learning	<input type="checkbox"/> Children (5-14)	<input type="checkbox"/> Female Only
<input type="checkbox"/> Gay/Lesbian/ Bisexual/ Transgender	<input type="checkbox"/> Cognitive	<input type="checkbox"/> Adolescents (15-18)	
<input type="checkbox"/> Ethnic Groups	<input type="checkbox"/> Hearing	<input type="checkbox"/> Young Adults (19-25)	
<input type="checkbox"/> Immigration/ Refugees	<input type="checkbox"/> Vision	<input type="checkbox"/> Adults (26-54)	
<input type="checkbox"/> Low Income/Public	<input type="checkbox"/> Emotional	<input type="checkbox"/> Older Adults (55+)	
<input type="checkbox"/> Racial Groups	<input type="checkbox"/> Seizures		
<input type="checkbox"/> Retirement Communities			

Social Issues Addressed – Select the social issues your Organization Addresses			
<input type="checkbox"/> Animal Protection & Welfare	<input type="checkbox"/> Drug/Alcohol Abuse	<input type="checkbox"/> Housing	<input type="checkbox"/> Recreation
<input type="checkbox"/> Arts & Culture	<input type="checkbox"/> Education	<input type="checkbox"/> Human Services	<input type="checkbox"/> Senior Citizens
<input type="checkbox"/> Civil/Social Action/Advocacy	<input type="checkbox"/> Employment/Work	<input type="checkbox"/> Hunger/Nutrition	<input type="checkbox"/> Special Events
<input type="checkbox"/> Community/ Organizational Development	<input type="checkbox"/> Environment	<input type="checkbox"/> Immigration	<input type="checkbox"/> Teen Pregnancy
<input type="checkbox"/> Crime/Legal	<input type="checkbox"/> Health	<input type="checkbox"/> Literacy	<input type="checkbox"/> Youth Development
<input type="checkbox"/> Disaster/Emergency	<input type="checkbox"/> Homelessness	<input type="checkbox"/> Mental Health/Crisis Intervention	

Additional Organizational Information

Are you a new organization?

 Yes No

If yes, please indicate how long?

 0-6 months 7-12
months 1-2 years Over 2 years

On a yearly average, how many people
volunteer with your organization?

Could your organization use more
volunteers?

Yes
No

If yes, for what types of activities
would you need volunteers for?

Do you or would you consider
recruiting "boomer" volunteers?

Yes
No

In no, why?

If yes, please describe your success
rate.

Do you or would you consider
recruiting "youth" volunteers?

Yes
No

In no, why?

If yes, please describe your success
rate.



Volunteer Wyoming

A project of Serve Wyoming

Volunteer Opportunity

We will accept 5 Volunteer Opportunities

Volunteer Job Title:	
Description: (limited to 15 words)	
Special Requirements:	
Volunteers needed:	<input type="checkbox"/> Flexible
Opportunity Location:	
Contact Person:	Primary Phone:
E-mail:	

For a more comprehensive list of skills and descriptors, go www.volunteerwyoming.org. Once you have created account, go to Create Opportunity.

Volunteer Options – Check all that apply			
<input type="checkbox"/> Groups Welcome	<input type="checkbox"/> Court Referrals Welcome	<input type="checkbox"/> Ages 14 and under	<input type="checkbox"/> Disaster Recovery
<input type="checkbox"/> Family Volunteering	<input type="checkbox"/> RSVP	<input type="checkbox"/> Ages 15-18	<input type="checkbox"/> Food is Available
<input type="checkbox"/> (55+) Older Adult Volunteers	<input type="checkbox"/> Service Learning Applies	<input type="checkbox"/> Ages 18 through college	<input type="checkbox"/> Lodging Available
<input type="checkbox"/> Handicap Accessible	<input type="checkbox"/> Public Transportation		

Volunteer Opportunity Area			
<input type="checkbox"/> Administration Organizational Support	<input type="checkbox"/> Animal Sciences	<input type="checkbox"/> Arts/Culture	<input type="checkbox"/> Civic Participation Political
<input type="checkbox"/> Communications Marketing	<input type="checkbox"/> Construction/Home Maintenance	<input type="checkbox"/> Counseling Information Support	<input type="checkbox"/> Criminal Justice Legal Services
<input type="checkbox"/> Disaster/Emergency Services	<input type="checkbox"/> Education	<input type="checkbox"/> Family Services	<input type="checkbox"/> Food Prep/Delivery
<input type="checkbox"/> Health/Substance Abuse	<input type="checkbox"/> Interpretation/Translation	<input type="checkbox"/> Recreational Activities	<input type="checkbox"/> Special Event Support
<input type="checkbox"/> Transportation			

Dates & Times							
Duration	<input type="checkbox"/> Long-Term	<input type="checkbox"/> One-time Limited to 31 days					
Start Date		End Date					
Days of the Week	<input type="checkbox"/> Sun	<input type="checkbox"/> Mon	<input type="checkbox"/> Tue	<input type="checkbox"/> Wed	<input type="checkbox"/> Thur	<input type="checkbox"/> Fri	<input type="checkbox"/> Sat
Time of the Day	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening				
Time Details							
Hours Needed		<input type="checkbox"/> Flexible					