



United Way of
Southwest Virginia
www.unitedwayswva.org

Program Name: Ignite
Careers Expo For Youth

Volunteer Position Description

Position Title: Youth Zone Volunteers

Reports To: Carolyn Koesters

Location of position: Washington County Fairgrounds

Project Overview: The Career Expo for Youth is a two day event that introduces 7th grade students to different career opportunities. Participating businesses will provide hands on activities for the students throughout both days and will be set up in 4 different quadrants. Students will move from quadrant to quadrant every 15 minutes, which will be designated by an announcement. The consistent flow of students throughout the event is critical to the success of the Expo. All volunteers must be conscious of the flow of students at all times.

Key Responsibilities: The Youth Zone volunteers will be stationed in each of the four activity quadrants and have three major functions. The first is to encourage students who are not engaged with an activity, in their assigned zone, to seek out businesses that are of interest to them. They will also aid in the transition of students from quadrant to quadrant at the signaled time. They will provide temporary breaks to the business participants within their quadrant.

Knowledge, Skills, Experience and Attributes: The Youth Zone Volunteers should be ready to engage individual or groups of students with questions and conversation in an effort to identify businesses of interest to them. They should project excitement about the Expo and about student's future careers. Standing for an extended amount of time is necessary.

Training Requirements: Youth Zone Volunteers will be provided with a schedule of shift times and an overall schedule of the flow of students. Volunteer t-shirts will be provided. Leader, Carolyn Koesters, will be available on-site for questions or comments about the position.

Other requirement of the role (Ie: background check, media release, other training, other special conditions)
Background checks are not necessary for this position. A volunteer waiver and media release were included with the initial volunteer registration n.