**Mother’s Day Chicago Race for the Cure**

**Teams Liaison**

**Overview**

Susan G. Komen Chicago is opening a new volunteer opportunity available to all interested participants. The Teams Liaison will provide support to assigned Race for the Cure Team Captains, focusing on team retention, team member recruitment, and fundraising strategies.

**Responsibilities**

* Communicate with assigned team captains by phone, email and in person.
* Encourage team Captains to register team members
* Assist Team Captains with goal setting
* Check in with Teams Captains to motivate fundraising and additional team member registration leading up to Race

**Commitment**

Team Liaisons will assist Teams from February – May 8. Please allow a minimum of 1 hour per week to communicate with Team Captains. Please also allow time for a 2-3 hour Team Liaison training in early February, date and time TBD.

Time commitment total will be approximately 20 hours.

**Qualifications and Skills:**

Experience as a Team Captain or Race for the Cure fundraising participant preferred but not required. Additional qualifications include:

* Strong written and verbal communication skills
* Passion and excitement for the cause; ability to motivate others
* Comfort discussing breast health and cancer-related topics
* Prior completion of Komen 101 Volunteer Orientation strongly preferred
* Basic technology skills including: computer, internet, and Microsoft Office

**Staff Partners**

Julie Jacobson, Director of Operations & Donor Partnerships

Email: [jjacobson@komenchicago.org](mailto:jjacobson@komenchicago.org) Phone: 773-444-0061 x104

Katherine Sobolewski, Development Coordinator

Email: [volunteer@komenchicago.org](mailto:volunteer@komenchicago.org) Phone: 773-444-0061 x102

**Staff Responsibilities**

Susan G. Komen Chicago will provide Team Liaison with the tools necessary to support Team Captains including:

* Team Captain contact and fundraising information
* Training on: retaining and registering teams, goal setting, fundraising ideas and tools including navigating their Participant Center, etc.
* Notification when a team registers
* Most current information on important dates and details leading up to Race including but not limited to promotions, etc.

**To Apply**

Please register on [www.myvolunteerpage.com](http://www.myvolunteerpage.com) by **Monday, February 1**. A staff member will notify you regarding next steps in early February.

For more information or questions, please contact:

Katherine Sobolewski – Development Coordinator

[volunteer@komenchicago.org](mailto:volunteer@komenchicago.org) ǁ (773) 444-0061 x.102

**Please register on** [**www.myvolunteerpage.com**](http://www.myvolunteerpage.com) **by Monday, February 1, 2016.**