



Catholic
Charities
East Bay

Development
Golf
Tournament
Volunteer

Location:
Danville

Position Title: Golf Tournament Volunteer

Supports: Development Department

Position Summary: As a golf tournament volunteer, your responsibilities include a range of key roles essential to the event's success. This includes assisting with event setup, managing participant registration, providing on-course support, overseeing refreshment stations, contributing to the smooth, capturing event moments through photography, offering guest assistance, and aiding in cleanup and breakdown post-tournament. Your commitment to these responsibilities ensures the overall success of our golf tournament.

Essential Responsibilities: As a valued volunteer for our golf tournament, your specific responsibilities include:

- **Event Setup:** Assist with the setup of registration areas, signage, and other event infrastructure before the tournament begins.
- **Registration Assistance:** Welcome and register participants, ensuring a smooth check-in process. Distribute event materials and answer any registration-related queries.
- **On-Course Support:** Be stationed at designated points on the golf course to assist, answer questions, and ensure the flow of play.
- **Refreshment Stations:** Help manage refreshment stations, ensuring participants can access snacks and beverages during the tournament.
- **Photography:** Capture memorable moments throughout the event, including candid shots and key activities, and print them. Share photos with the organizing team.
- **Guest Assistance:** Provide information and assistance to guests, ensuring they have an enjoyable experience from start to finish.
- **Cleanup and Breakdown:** Assist in the cleanup and breakdown of event areas once the tournament concludes, helping to leave the venue in excellent condition.

Requirements:

- Must complete a LiveScan background check, paid by Catholic Charities.
- Must complete all required volunteer forms.

Agency Culture: We are committed to maintaining a diverse and inclusive environment where all individuals are treated with respect and dignity. We do not discriminate on the basis of race, color, religion, sex (including pregnancy, gender identity, and sexual orientation, national origin, age, disability, or genetic information). Our policies, practices, and decisions reflect this commitment to equal opportunity and non-discrimination in all aspects of our operations.

When you volunteer, you are doing good for others and the community,
and that will provide you with a natural sense of accomplishment
and will also give you a sense of pride.

