

## **“AS Productions Volunteer Program”**



**Proposed Motions:** Grant the ASP Volunteer Program \$1,000 from AS Discretionary Reserve Funds [FXXRES] for the next 2 years as a pilot to be reassessed for institutionalization.

**Sponsor:** Jarred Tyson, AS VP for Activities

**Persons of Contact:** AS Productions Director, Student Activities Adviser, AS VP Activities

**Date:** July 25, 2013

### **Background & Context**

For a few years now ASP has recruited volunteers to help out on our many events, promotions, and marketing efforts. These volunteers have become vital to the success of our events. The previous Volunteer Coordinator, as well as the current one, Camie Herk, have made significant efforts to make this program more attractive to students. This has included biweekly volunteer meetings, occasional volunteer appreciation dinners and activities, personalized volunteer nametags, as well as efforts from the whole ASP office to make the volunteers more involved with our office, rather than just showing up on the day of the event. These efforts have provided us with a strong, committed group of volunteers, and we would like to expand upon that and make the program bigger and better every year.

### **Summary of Proposal**

We are hoping that in the future, our volunteer group will be made an official AS Volunteer Program, to be called “AS Productions Volunteer Program.” Right now, we are requesting that it be made into a pilot program, with a budget of \$1,000.00 each year, for two years. We have an amazing, committed group of volunteers, and they are vital to the success of our events. However, we are always looking to expand our program and gain even more student involvement. I feel that if we had an official program, more students would be compelled to volunteer, as they could cite the volunteer hours on their resumes and be “official” AS Productions Volunteers. The budget would also enable us to make the program more attractive to students, and allow us to give them something in return for their hard work (as discussed in next section).

### **Fiscally**

The \$1000.00 budget for this program would go towards recruitment, retention, and logistics of the program. In the past, any funds that were used toward our volunteer efforts were taken from the ASP Marketing and Promotions budget. These two things are very separate, and have very different purposes, so financially it makes sense to have separate budgets for the two. Every year, we collect the emails of interested students at Summerstart and Info Fair, and then invite them to an ice cream social where we explain the program, answer questions, and give more information. It is also a time for the interested students to meet the Volunteer and Logistics Coordinator, the Director, and other members of the ASP staff. Throughout the year, we would like to be able to have volunteer meetings, which will require materials such as paper, pens, folders, etc. Additionally, when students volunteer at our events, they work hard, and sometimes upwards of 5-10 hours. Since we cannot pay them, we would like to be able to compensate them for their time by way of pizza or other food. This is all in accordance with Hospitality Policy C.4c. If we were to get the funds for the program, our Volunteer Coordinator would record all transactions in a Budget Tracker, and we could recess the dollar amount at the end of the year.