

Fundraising – Recycle (IT Equipment Disposal)

General Information

Description: Organize and coordinate fundraising/recycling program centered on disposal of IT equipment. Appointed by the Committee Chair and serves at the satisfaction of the Committee Chair and the Troop Committee.

Comments:

Reports to:	Committee Chair
Term:	Preference 2 years

Qualifications

Experience:	Previous experience with any type of fundraising and/or group activity helpful.
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Training

Training:	Work with former coordinator as needed.
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Responsibilities

- Ensures all fund raising activity meets BSA guidelines.
- Obtains Troop Committee approval for all fundraising projects.
- Report to the Troop Committee as needed.
- Maintain a liaison with the Scoutmaster and Committee Chair to avoid scheduling conflicts with troop activities.
- Organizes scouts and parents to assist in fundraising activities.
- Submits Money Earning Application, approve by committee chair, to council office for fundraising project, if needed
- Tracks hours worked and funds earned by scouts
- Report to Treasurer hours scouts worked, money collected so hourly rate can be calculated from profit
- Any receipts will need to be turned into Treasurer for reimbursement.

Detail

- Requires an open space inside or outside, lock down date (Note: In the past this event was planned on same day as car wash and garage sale)
- BSA Money Earning Application will need to be submitted to council office, once approved by Comm. Chair
- Three months ahead of time, contact Two Rivers Recovery - <http://www.tworiversrecovery.com/index.html>
- Contact with Two Rivers Recovery is Bruce Chesson (former Scout with Troop 629)
- Provide sign-up sheets for both Scouts and Adults
- Advertise in Troop newsletter, Church bulletin, etc.
- Provide signage
- Send thank you note to newsletter for volunteers as well as to company for support with program.