

## Steps to Volunteer

The We are Zoe STRONG Foundation's vision is to celebrate and honor the life of Zoe Nicole Martin by supporting the things she believed in and loved. Our mission is to enhance our community for generations to come through funding generated by this foundation in honor of Zoe Nicole Martin.

Below are the steps to volunteering with the We are Zoe Strong Foundation because without the help of our volunteers we would not succeed.

- Submit a Volunteer Application Form found online at WeareZoeStrong.org, simply go to the DONATE tab at the top of the page and then click on VOLUNTEER and then click on the button for the VOLUNTEER APPLICATION.
- 2. Volunteer Coordinator contacts applicant and conducts initial phone interview.
- 3. If Volunteer Coordinator approves and volunteer accepts, the volunteer will be assigned to a volunteer job for an event hosted by the We are Zoe Strong Foundation.
- 4. If the volunteer is volunteering for an event for service hours for school the Volunteer Coordinator will indicate the hours they will earn before the start of the event.
  - a. Once the volunteer shows up for their shift and completes agreed upon hours the Volunteer Coordinator will then sign off on the school service hour record sheet.
  - b. If the volunteer does not show or complete the agreed upon hours the Volunteer Coordinator will not sign off on the school service hour record sheet.
- 5. If the volunteer is joining the We are Zoe Strong Board and plans on investing their time in the foundation, the Board Member Volunteer Applicant will receive a Board Member packet that explains the responsibilities of the Foundation and its Board Members. Paperwork in this packet will need to be filled out before the Board Member may start their term with the We are Zoe Strong Foundation.

"To the WORLD you may be just one person, but to us you are the WORLD"