

We Need You!

Consider serving on the RSVP Board of Directors or on a Committee.

What does the RSVP Board do?

The Board provides direction, knowledge, and advice in the management and operation of the RSVP organization.

Specific duties of the Board:

- Work with the Executive Director to create and protect the values, mission and vision of RSVP.
- Review budgets and financial reports.
- Hire, evaluate and monitor the performance the Executive Director.

Specific duties of Board Members:

- Serve actively on a committee.
- Attend board meetings, participate in discussions, vote on important issues
- Volunteer to assist staff with specific projects as needed.

What do RSVP committees do?

Assessment Committee: conducts an evaluation of each RSVP program on a three-year cycle. Members prepare survey instruments, conduct site visits, review survey results, and prepare a summary report with recommendations to the Board.

Development Committee: responsible for fundraising for the general operation of RSVP. Members carry out activities such as the annual fund appeal, corporate sponsorship of the volunteer recognition event and an annual sweepstakes.

Diversity Committee: works to identify, reach and engage more diverse RSVP volunteers and staff, including committee members and board members.

Financial Oversight and Planning: monitors the organization's finances, reviews budgeting and financial planning, ongoing financial results, the annual audit, investment policies and practices, and internal controls and accountability policies.

Grant & Funds Committee: works to expand, research, monitor, and explore income sources: foundations, businesses, individuals, grants and other monetary gifts or values and considerations.

Marketing Committee: promotes RSVP and its programs through traditional & social media, and community events. With the primary goals of volunteer recruitment and increasing visibility and support for RSVP, the committee works closely with staff, providing expertise, and active assistance.

Recognition Committee: responsible for planning and implementing RSVP's annual Volunteer Appreciation Event. The committee also oversees other recognition opportunities (pins, birthday cards, national volunteer week, etc.).

Time Requirements

- The Board meets six times per year. Each meeting lasts about two hours and there is some preparation time required in advance of meetings.
- Committee meetings are held monthly or bi-monthly and last about an hour.
- Board and committee members can choose to take on extra projects, assist with RSVP events, and participate in outreach.

Why should you serve?

- RSVP of Dane County is required to have a Board of Directors to oversee operations.
- Board members serve as the official link between RSVP and the communities of Dane County.
- RSVP needs Board and committee members with a variety of experiences, skills, and interests.

What is RSVP?

For more than 40 years, RSVP has been matching volunteers with community service opportunities. We are a personal placement volunteer agency serving residents, primarily age 55 and over, throughout Dane County. Our volunteers share their knowledge, interests, experience and energy, contributing to the well-being of their local communities.

RSVP of Dane County is a nonprofit 501(c)(3) organization. Our funding is a combination of public support, grants and donations from local businesses and individuals.



RSVP's Mission

To make a positive impact in the community by recruiting volunteers 55 and older to help deliver priority services to people of all ages, providing Dane County with a valuable resource.

RSVP of Dane County

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**Dependability • Partnership
Service • Volunteerism
Innovation**

RSVP of Dane County

Board & Committee Membership



*...where volunteers
make a difference.*