

Volunteer

To enhance the economic viability and preserve the character and beauty of Downtown St. Charles.

Downtown St. Charles Partnership



Name: _____

Street Address: _____

City/State/Zip Code: _____ Phone: _____

Email: _____

How did you learn about volunteer opportunities with the DSCP?

General/Events Volunteer

Please indicate any desired volunteer roles:

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Committee Member | <input type="checkbox"/> Data Entry |
| <input type="checkbox"/> Event Volunteer | <input type="checkbox"/> Fundraising |
| <input type="checkbox"/> Mailings | <input type="checkbox"/> Info Boother |
| <input type="checkbox"/> Website Maintenance | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Phone Calls | |
| <input type="checkbox"/> Graphic Design | |

Committee Volunteer

Please indicate any desired volunteer committees:

- Marketing & Promotions
- Business Development & Education
- Organization
- Events

For volunteer opportunity descriptions, please see the back of this sheet of paper. If you have questions beyond what is written, please feel free to contact us directly at (630) 443-3967.

Skills, interests, hobbies, work experience, etc: _____

Do you know anyone currently volunteering with the DSCP?

Name: _____

Committee: _____

*Optional

Are you currently employed? Full Time Part Time Retired Not Employed

DowntownStCharles.org

2 East Main Street, St. Charles, IL 60174 | (630) 443-3967 | info@downtownstcharles.org

Committee Volunteer

Board of Directors - Meets every 2nd Wednesday of the month (7:30-8:30 am)

Business Development & Education - Meets every 4th Wednesday of the month (12-1 pm)

Business Development and Education Committee members strive to assist business/property owners in developing their business and communication plan while developing educational programs to provide relevant education and tools to support business owners.

Marketing & Promotions - Meets every 4th Friday of the month (8-9am)

Marketing and Promotions Committee members strive to create and build brand awareness for the Downtown district; educate merchants about DSCP benefits and participation; and educate consumers about the Downtown district opportunities.

Downtown Events Review (sub-committee of Marketing & Promotions)

Downtown Events Review Committee members strive to streamline the event review process and provide recommendations to City Council for all events new to Downtown St. Charles.

Organization - Meets every 3rd Wednesday of the month (8-9am)

Organization Committee members strive to establish best practices relating to committee operations and oversee investor benefit structure and implementation.

Events Volunteer

Fine Art Show

Help with various tasks throughout the weekend of the event. Help for a shift at one of the information booths. Be a docent for the trolley tour around downtown.

Holiday Homecoming and/or St. Patrick's Parade

Pacers

You can help run the show as a Parade Pacer. Pacers work in cooperation with the St. Charles Police Department to clear the parade route. Pacers are also needed to keep parade entries equally spaced and make sure the banner carriers stay with their entry. You must be at least 18 years of age.

Banner Carriers

Our banner carriers lead the parade up Main Street, advertising our sponsors and participants to spectators. Each banner requires two carriers, so you can match up with a friend or we can pair you with another volunteer. Banners will be distributed at the top of the parade route (near the corner of 5th and Main) and collected by a specific person at the end of the route. You must be at least 14 years of age.

Parade Marshals

Assist in line up are prior to the parade and direct parade entries to their space. You must be at least 16 years of age.

General Volunteer

Make phone calls and visit businesses for various projects. Update kiosk materials with business information (ongoing task). Deliver handouts and other materials to businesses downtown. Help update business information, directories, and enter data. Office tasks vary depending on time of year and current focus.