



High School Leadership Board Member Job Description

Benefits:

- HSLB members will gain hands on leadership experience that will prepare you to give presentations, plan, organize and execute community events and how to be an ambassador of an organization.
- Opportunity to be part of Meals On Wheels of Tampa, a local 501 © 3 nonprofit organization, and help nourish, enrich and strengthen the lives of those being served.

Responsibilities and Duties:

- Be a positive ambassador of Meals On Wheels of Tampa.
- Attend scheduled meetings and/or conference calls once per month (additional meetings will be required closer to fundraiser/project.)

Meetings will be 2nd Monday of every month at 5:30pm. HSLB meetings are mandatory. Only two excused absences per program year are permitted; in the event that you have to miss a meeting due to illness, prior obligations, or unexpected personal events, absences need to be expressed In advance of the scheduled meeting.

- Be active in the annual fundraiser/project (attend calls, meetings, complete assignments.)
- Sign up and deliver 3 routes during program year. May be completed during Saturday Produce On Wheels, day off from school or during the summer/winter break.
- Secure and execute 1 presentation on Meals On Wheels mission per program year. You will be co-presenting with a MOW representative - can be done at school, church, club, sports team.
- Be responsive to all email communications and correspondence.

Requirements:

- Complete a volunteer application at www.mowtampa.volunteerhub.com.
- Complete Expectations Questionnaire at the beginning of the HSLB program year and an end-of-year questionnaire at the end of the HSLB program year.



High School Leadership Board Application 2020-2021

The Meals On Wheels of Tampa High School Leadership Board (HSLB) connects high school students with Meals On Wheels of Tampa's mission and the community, through a variety of activities including volunteering, fundraising and program development.

The HSLB is a service-learning and leadership development program where members of the HSLB will contribute to programming, while acting as ambassadors and leaders in their communities.

Over the past few years, the HSLB has created new programs and events including Water On Wheels and the Meals On Wheels of Tampa 5K.

Being a member of this board will require a commitment of attending one meeting or call per month (with additional meetings required closer to annual fundraiser/project,) delivering three or more routes and securing and co-presenting one presentation on the mission per program year.

Please submit your completed application to Shana at S.TaylorPage@MOWTampa.org by **Friday, June 26, 2020**. In person interviews at the MOW office (550 W. Hillsborough Ave.) will be scheduled as COVID-19 restrictions are lifted.

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1. First and last name:
 2. Grade (junior or senior) for 2020-2021 school year and name of high school:
 3. If you are enrolled in an IB program, please list CAS contact:
 4. Home Address, City, State, Zip:
 5. Email and best contact phone number:

6. What extracurricular activities or leadership roles are you involved with for the 2019-2020 school year?
7. What skills do you have that you could offer to the HSLB?
8. What do you want to gain from this experience?
9. List 2 possible project ideas that would enrich the lives of our recipients:
- 1.
 - 2.
10. Have you ever volunteered with Meals On Wheels before? Do you have any connections to the organization (through family, friends, neighbors, etc.)?

Signature: _____

Date: _____