

# LHR COMMITTEE 2021 AVAILABLE POSITIONS

## LOGISTICS TEAM

### VOLUNTEER COORDINATOR

#### RESPONSIBILITIES:

- Oversee volunteer program - including recruitment, retention, and recognition of 300+ volunteers.
- Manage all communication with volunteers.
- Manage volunteer registration platform.
- Develop all volunteer staffing plans/assignments for race day.
- Create and lead training for volunteers in lead roles.
- Serve as the main point of contact for all volunteers.
- Manage stewardship of volunteers and gather their feedback post-race.
- Position reports to the Assistant Director - Logistics.

#### PREFERRED QUALIFICATIONS:

- Ability to lead and motivate others.
- Attention to detail.
- Past experience as a volunteer in Longhorn Run or other community events.
- Excellent communication and organizational skills.