



Our vision is that everyone in Merced County has decent and affordable housing.

WANTED

Publicity Chairperson Job Description

Description: This volunteer position will manage the affiliate's public relations needs.

Responsibilities: Publicity activities include creating press releases and public service announcements, and contacting newspapers, radio and television stations in order to publicize our events and activities. Other possible tasks include creating posters, flyers, brochures and other documents, writing for our newsletter, updating our website or posting to our Facebook page. You will not be starting from scratch; lots of support and resources are available.

Expectations: To attend monthly Board of Directors meetings, to recruit and train volunteer committee members as needed, hold committee meetings, delegate responsibilities, understand and support our affiliates policies and objectives.

Desirable skills or experience: Computer proficiency (MS Office, e-mail, internet, .pdf files), good oral and written communication and presentation skills, organization, integrity, patience. Ability to follow through.

Contact: Habitat for Humanity of Merced County
(209) 726-0850
www.hfhmerced.org

Michelle Paloutzian, president
(209) 722-6430
paloutzian@att.net

VOLUNTEER!

Please take this flyer and give it to a friend or post it at your church or workplace.