

## **Fundraising Leads – Job Descriptions**

### **HAT (Hop-a-Thon) Lead**

Be a PTSA Member

Send any social media post requests to [communication@stillwaterptsa.org](mailto:communication@stillwaterptsa.org)

Attend committee meetings with Fundraising Chair

Send any volunteer needs to the Volunteer Coordinator

Work with fundraising chairs to coordinate the HAT

- Communication leading up to event

- Counting the week prior to HAT

- Logistics of the HAT itself

- Rewarding the prizes after HAT

- Celebration assembly

### **Hawk Walk Lead**

Be a PTSA Member

Send any social media post requests to [communication@stillwaterptsa.org](mailto:communication@stillwaterptsa.org)

Attend committee meetings with Fundraising Chair

Send any volunteer needs to the Volunteer Coordinator

Work with fundraising chairs to coordinate the Hawk Walk

- Communication leading up to event

- Counting the week prior to Hawk Walk

- Logistics of the Hawk Walk itself

- Rewarding the prizes after Hawk Walk

- Celebration assembly