

GDCA CHARITABLE TRUST



HELP WANTED



*Do you have some time, expertise
or resources that you can donate?*

If you can help, we are in need of the following:



Grant Writer

Brief Description: Grant Writer may work on several projects at once under tight deadlines. Public, Private and Government policies and online submission processes change frequently. The availability of funding also fluctuates, so Grant Writer must develop a diversified network of funding organizations. Though challenging, grant writing can also be personally and professionally rewarding, and donating your time to the GDCA Charitable Trust will be good service for your resume. The Grant Writer will prepare grant proposals, beginning by performing research. To develop the proposals, the Grant Writer will be completely familiar with the GDCA Charitable Trust's programs, goals and financial needs, and will also look into potential funding sources. After compiling all the information needed, the Grant Writer will compose the proposals and send to the Trustees for review and after approval, send out proposals. The Grant Writer must also keep careful records to track proposals. If a grant-making organization requests additional information, the Grant Writer will supply the missing items. On occasion the Grant Writer may have additional duties, which include managing volunteers, working with an executive board, planning fund-raising campaigns and promoting the organization through public relations work.



Printing Services

Brief Description: Through the year, we often need the services of a printer to produce items such as Raffle Tickets, Brochures & Handouts, Note Cards, Stationary, Flyers, etc. We are looking for someone that owns a printing company or works at a printing company that would be willing to donate their products and resources to produce these items or to offer us a discount on these services.



Accountant

Brief Description: This volunteer will assist the Charitable Trust by performing an Annual Audit for us.

*It takes many pieces of the puzzle to help our Danes,
so if you have some time or resources that you can
donate, please contact Linda Ridder: lindaridder@me.com*