

**NEVER DOUBT THAT A SMALL GROUP OF THOUGHTFUL, COMMITTED CITIZENS CAN CHANGE THE WORLD;
INDEED, IT'S THE ONLY THING THAT EVER HAS.**

Margaret Mead

THANK YOU for your interest in volunteering with CCASTD.

The following is a listing of current and specific volunteer needs for the Chicago Chapter of ASTD.

In addition to the list below, we will notify you separately, via email, for adhoc opportunities to help out at events as they arise.

If you are interested in any of these opportunities, please send Kimberlee Campbell an email indicating your availability.

Email: kcampbell@careered.com

WLPI Opportunity

This group is seeking volunteers to facilitate and mentor WLPI students.

They are also looking for an intern (Winter 2010).

Your time commitment will vary depending on the opportunity.

Facilitators

- Always looking for people who like to facilitate
- WLPI Facilitators are required to have experience in the Workplace Learning and Performance profession. All potential facilitators go through an evaluation process to ensure high-quality sessions for WLPI participants.
- Volunteer facilitator should have experience in course content. See Program information on the CCASTD website: <http://www.ccastd.org/wlpi.html>

Project Coaches

- Also looking for project coaches for the WLPI students
- Project Coaches will give 4-8 hours of their time per month to help others get their project together for the program.
- Project Coaches must have experience in the learning and performance field - Involvement can vary from person-to-person.

Intern

- Internship available in Winter 2010
- Duties include:
 - Be onsite early, setup classroom, and coordinate catering, and coordinate with facilitator for materials, collect session evaluation forms, summarize them and send info to WLPI Directors
- Intern will also complete a project (as part of the certification)
- Qualifications - Past Learning and Performance experience or currently in an education program

These opportunities are led by Mary Ward and Joie Marshall- Co-Directors of the Workplace Learning and Performance Institute (WLPI).

Continued

Independent Consultants Forum Opportunity

- We are seeking 2 volunteers to help plan, organize, and implement 3 Independent Consultant Forum meetings for 2010. We expect these sessions to occur in June, September and December. Work involves helping to secure venues, ordering food, signing-in attendees at the events and cleaning up after events. You'll also get a chance to meet and network with lots of independent consultants.
- Your time involvement can vary from month to month, but expect to commit at least 5 hours per event.

This opportunity is led by Laura Bunte, Director of PDNs and Forums.

Training Today Opportunity

- We are seeking volunteers to author articles for our quarterly magazine, Training Today. Articles can be on nearly any workplace learning topic – preferably something you have a passion for, or experience with. Articles are generally between 1200 and 2000 words. Of particular interest are topics such as trends or projects taking place in local corporations. For guidelines on submitting articles, visit the [CCASTD website](#) and look for the link - TRAINING TODAY CONTRIBUTOR GUIDELINES.
- We are also looking for 1-2 volunteers to assist the Editor with corporate sponsor advertising generation.

This activity is led by Louann Swedberg – Editor, Training Today.

Lunch Bunch Leader Opportunity

- We need 2 Leaders per Lunch Bunch to organize and lead Lunch Bunch meetings in your area. Leaders will be given an A to Z Guide in how and where to set up a Lunch Bunch as well as how to conduct meetings, get speakers and reporting systems required.

This group is led by - Linda Polinski & Terry Bass - Lunch Bunch Directors

Membership Opportunities: Share your enthusiasm for CCASTD with new and prospective members!

- Reach out to new members: Give new members a call to welcome them to CCASTD, encourage their participation in our many activities, and ask if they will consider volunteering for the International Conference and Exposition.
- Get back in touch with non-renewed members: It's always good to understand why people have left CCASTD and encourage them to rejoin. Give non-renewed members a call to see why they left and if they might be interested in rejoining in the future.
- Reach out to national ASTD members: ASTD offers many benefits, but there's nothing like networking and learning with your local peers. Give ASTD members a call and share the benefits of joining CCASTD.

Scripts and some coaching will be provided to all volunteers. Help us open the door to let in new, active members of CCASTD!