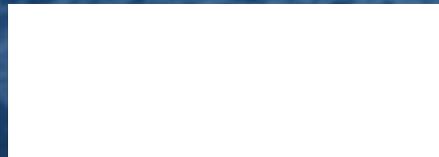




**RIBBON CUTTING/
GROUNDBREAKING
TASK FORCE
VOLUNTEER APPLICATION**



RIBBON CUTTING/GROUNDBREAKING TASK FORCE VOLUNTEER APPLICATION

GUIDELINES

The primary role of the Ribbon Cutting Task Force is to assist Elevate staff by attending ribbon cutting and ground breakings, while representing Elevate Rapid City in a professional manner.

Members of the Ribbon Cutting Task Force are volunteers from Elevate Rapid City Investors that contribute their time and effort in assisting us in our required tasks.

Membership to the task force is limited to 20 people.

PROCESS

- Individuals interested in volunteering on the Ribbon Cutting Task Force can inquire through the Elevate Rapid City office, either in person or by calling 343-1744.
- Inquiries are directed to the Elevate Staff Member responsible for the task force.
- The Elevate Staff Member will reach out to the person within a week of their inquiry to provide an overview of purpose and expectations and to let them know if there are any openings at that time.
- Upon confirmed interest and availability, the person is provided with an application form.
- Upon completion, the application form is routed to the staff member for evaluation and the staff member will reach out if any further questions or concerns are noted.
- Volunteer will be contacted to let them know if they are accepted at that time and added to contact list if accepted.
- An orientation class or one on one orientation will be scheduled as needed on at least a quarterly basis to further familiarize the new member with the task force's role as well as additional opportunities for involvement.

Term length is 1 year based on calendar year. An Opt-In process will be conducted electronically each year in the month of December, clarifying the intent of all volunteers to continue and to update their contact information.

EXPECTATIONS

Volunteers can expect a time commitment of an average of 2-4 hours per month for one year (based on calendar year).

- Attend scheduled ribbon cuttings and ground breakings as work schedule allows.
- Be available to assist if staff member is not able to attend.
- Email a photo to Elevate Staff Member.
- If a volunteer is inactive for two consecutive months or previously reported they will be removed from the task force and will need to reapply.
- Meetings will be held only when deemed necessary. Otherwise all correspondence will be through email or phone calls.

Task Force volunteers must understand that their function is to support Elevate Rapid City in its efforts to elevate the region. Although professional networking is an advantage, it should not be used solely as a sales platform.

RIBBON CUTTING/GROUNDBREAKING TASK FORCE VOLUNTEER APPLICATION

APPLICANT INFORMATION			
Name			
Date			
Address		City, State, Zip	
Phone		Email	
Business		Title	

An investment in Elevate Rapid City is required for participation in this task force.

Is your business an investor in Elevate Rapid City?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How many years has your organization been involved with Elevate Rapid City?	
What do you know about Elevate Rapid City and its mission?	
Groups, clubs and organizational memberships:	
List your skills/interest/experience relevant to service on this task force:	
Explain your interest in serving on this task force:	
Have you reviewed the task force responsibilities and expectations?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you able to fulfill the time requirements that participation in this task force requests?	<input type="checkbox"/> Yes <input type="checkbox"/> No



RIBBON CUTTING/GROUNDBREAKING TASK FORCE VOLUNTEER APPLICATION

The Ribbon Cutting/Ground Breaking Task Force is important in helping us fulfill our needs under the pillars set up for us by the board of directors.

As a member of this task force you are representing Elevate Rapid City when you attend or assist us in the areas pertaining to ribbon cuttings.

Signature	Date

Submit application to: ashley.simonson@elevaterapidcity.com