



Volunteer Position Description  
**Community Engagement Volunteer –Tabling Representative**

**Supervisor:** Volunteer Coordinator

**Position Summary:**

The tabling representative is an integral part of the Communications & Community Development team. This person represents Alternatives at community and church events throughout the Denver area and seeks to build partnerships and bring awareness on the four program areas of Alternatives.

**Time Commitment:**

2-3 hours at each tabling events which occur throughout the year.

**Location Availability:**

Must be able to travel to different locations throughout the Denver area.

**Application Requirements**

- Attend a Volunteer Orientation.
- Attend a Foundations Course.
- Apply by the given deadline (provided by the Volunteer Development Manager).
- Be formally interviewed by Supervisor and Department Head or Volunteer Development Manager (scheduled by Supervisor and Volunteer Development Manager.)

**Training Requirements**

- Google Classroom Prep Work: 3 hours
- The Alternatives Approach: 15 hours
- On the Job Training: 6-10 hours
- **Total Hours of Training: 24-28 hours**

**Preferred:**

- Spanish Speaking

**Skills and Attitude:**

- Practices servant leadership and functions with a Christ-like love in professional and personal affairs.
- Values align with the mission and vision of Alternatives Pregnancy Center.
- Good listener
- Aware of each person who comes to the table in light of basic principles of a trauma informed lens.
- Knowledgeable on Alternatives programs and services
- Understands the posture/platform of Alternatives in the community
- Ability to balance the need of the person at the table while keeping the focus on what Alternatives offers in the community
- Must be comfortable with views and opinions that don't align with personal or organizational values
- Must keep personal politics out of the conversation while representing Alternatives

**Essential Duties and Responsibilities**

- Sign up for 2–3-hour shifts
- Help load and carry tabling items that are provided by Alternatives; table set-up and breakdown
- Capture agency or individual contact information to share with the staff

- Greet and engage with table visitors
- Share information and ask questions

**General Requirements:**

- Committed to Alternatives' mission statement and the sanctity of human life.
- Signed agreement of Alternatives' Statement of Faith and Principle.
- Attend Alternatives fundraising and appreciation events as needed.

**Alternatives Pregnancy Center's Mission Statement:**

*Alternatives Pregnancy Center exists to care for Denver-area women and men in pregnancy-related crisis and offer them a meaningful alternative to abortion. Following the example of Christian love, we seek to meet their emotional, physical, and spiritual needs. And we enable and encourage them to choose life every day.*

*We provide a 24-Hour Helpline, pregnancy tests and options counseling, limited ultrasound services, abortion pill reversal referrals, STD testing and treatment, adoption education, pre- and post-natal medical care referrals, financial and legal referrals, counseling after abortion, and sexual risk avoidance education. All services are confidential and provided free of charge.*