



Children's Wish Foundation

Subchapter Development – Principles of Practice

VOLUNTEER - An agent of Children's Wish Foundation who formally plays a role in contributing to the mission of making heartfelt wishes come true, while representing the organization through the duties of their role, and a commitment to professionalism and the policies of the organization.

CHAPTER DEFINITION – "Chapter" refers to a local office, representing a set, described jurisdiction in the day to day operations of The Children's Wish Foundation of Canada at the local and regional levels, including fundraising, wish granting, awareness and recruitment and management of volunteers

SUB-CHAPTER DEFINITION – A local group comprised of Children's Wish Foundation volunteers who represent the organization through local activities supporting awareness, community engagement and fundraising within a designated geographic area while following the "principles of practice" outlined by the organization in an effort to raise \$10,000 annually.

SUBCHAPTER PRINCIPLES OF PRACTICE

- Dedication to mission – making heartfelt wish comes true
- Act in accordance with Children's Wish Foundation policies and code of conduct
- Work in conjunction with staff partner towards annual fundraising goal of \$10,000

Core areas of activity

- 1) Administration and Volunteer Operations (growing our volunteer base, training and administration)
- 2) Community Engagement (DUAL STREAM – Revenue (3rd Party) and Outreach)
- 3) Fundraising – 1st Party Events and donations (all types)
- 4) Wishes

STRUCTURE –

Recommendation to have at three executive positions filled at all times for subchapter status – Subchapter Chair, Secretary or Financial Coordinator and one other.

ROLES:

ADMINISTRATION & OPERATIONS

SC Chair
Secretary
Financial Coordinator
Volunteer Coordinator
Communications Coordinator

COMMUNITY ENGAGEMENT

Community Engagement Coordinator

FUNDRAISING EVENTS TEAM

Chair
Sponsorship
Registration
Volunteer Coordination
Event Day

WISHES