

Organic Seed Sale Fundraising Coordinator

This volunteer position is an opportunity for a well-organized, experienced volunteer to take charge of the Annual Spring Organic Seed Sales Fundraiser for Senior Organic Gardeners. It is an opportunity to get to know Canadian Organic Growers – our local Ottawa Chapter and the organic sector as well as to make a huge contribution to the local fundraising for Senior Organic Gardeners.

An overview of this role involves:

- * Becoming aware of the issues relating to organic seeds (germination, packaging dates, value of organic seeds);
- Contacting organic seed companies requesting donations (in-kind) for organic seeds as a fundraiser for Senior Organic Gardeners;
- Recruiting new organic seed companies for donations;
- Contacting host locations negotiating dates and times where seeds can be sold
- Recruiting new host locations for seed sales;
- Setting a realistic calendar of organization of the seed sales in conjunction with Hosts for sales, other organic seed events;
- Recruiting well organized volunteers to take the seed sales (cash only) to host locations with the help of organic gardening experts to give advice on planting the seeds.
- Recruit organic gardeners experts to accompany sales people at all sales
- Keep records of sales, present cash & cash reports to SOG Team Leader for deposit and transfer to COG OSO treasurer.

The calendar timeline is as follows:

January:

- Contact the Organic Seed Companies for promise of seed donations in the early spring.

- Contact host locations in east, west and south Ottawa proposing dates and times of sales for March and April
February:
- Creation of posters with all Organic Seed Sale Locations, dates, times and names of seed donor companies.
- Promotion Campaign from early-February through March and April
March:
- Organic Seed Sales take place
April:
- Organic Seed Sales on request
May:
- Summary Report:Organic Seed Sale: Seed Donors, Seed Sales Hosts, Dates, times, Funds raised. Each sale has a Cash Flow Report (sales, expenses, etc)
June:
- Report to the COG OSO Steering Committee

Are you interested?

Browse our website.

Contact: sog.margaret@gmail.com or call 613 834 5091.

Send your CV, ask for an Application Form & provide 2 references. You will need a Police Check.

Expect a call within a couple of weeks.