

2024 BTP Exit Donations Coordinator Job Description

Job Overview

Coordinate the collection of leftover equipment/clothing/non-perishable food/propane tanks at the exit gates as people leave the Camporee.

Responsibilities and Duties

1. Coordinate with the On-site Communication Director for budget of items needed such as banners, signs, lights, etc.
2. Coordinate with Jessica at Gillette Chamber of Commerce for providing trailers/pods.
3. Trailers should be set up between 10:00 am and 4:00 pm on Friday, August 2, 2024.
4. Coordinate with "Rocky Mountain Conference" staff to oversee daily organization and inventory of dropped off items at each of 12 exits.
5. Provide information to the On-site Communication Director so they can place information in the Camporee newspaper, newsletter and large jumbotrons to inform people about this service.
6. Provide large banners to identify collection areas at each exit.
7. Provide (colored?) solar lights at each trailer during nighttime.
8. Place extra staff at each exit on Saturday night and Sunday morning of Camporee to help clubs dropping off (or taking) items. (If current Camporee clubs upon leaving, can use any of the donated items available, they may have them.)
9. Provide food and water for staff while they are on duty.
10. Coordinate with Cindi Young, Community Service Coordinator, for distribution of items, first to town of Gillette (Gillette/Campbell County food banks and non-profit Thrift Shops), then contact for International distribution.
11. All trailers should be picked up between 10:00am and 4:00pm on Sunday, August 11, 2024.