



# Volunteer Opportunities

The Waterfront District BIA has some exciting volunteer opportunities you may be interested in!

We are guided by our Strategic Plan that is implemented by our volunteer Board of Directors and various Committees. As a member-focus organization, our goal is Member Participation. Participation on the various Committees is open to all Members. We invite your involvement and feedback as we work towards a stronger Waterfront District BIA. Please contact us at the office 343-9032 or by email [thewaterfrontdistrict@tbaytel.net](mailto:thewaterfrontdistrict@tbaytel.net) to get involved.

## Construction & Beautification

**Chair:** Sandy Herron

**Committee Members:** Jolene DesRosiers, Jim Comuzzi

Beautifies our downtown and keeps it safe. Included is the downtown planters/flowers, seasonal decorations, banners, trees, tree lights and tree guards, downtown maintenance including street sweeping, graffiti removal, garbage removal, etc.

## Finance

**Chair:** Dave Richard

**Committee Members:** Jim Comuzzi

Develops and oversees the BIA's annual budget and manages the BIA's accounts. Also included is the BIA Bucks sponsorship program.

## Governance

**Chair:** Peter White

**Committee Members:** Jim Comuzzi

Oversees the adherence of policies and procedures within the BIA Board and office. Both the Board and BIA staff follow a Governance Guide, which outlines Human Resources processes, Code of Conduct, Purchasing Policy, Board and Committee Member Roles and Responsibilities, as well as the By-law and the BIA's Strategic Plan.

## Marketing & Promotion

**Chair:** Maelyn Hurley

**Committee Members:** Dave Richard, Sandy Herron, Peter White, Jim Comuzzi

Promotes the Waterfront District BIA as a vibrant and active shopping, dining, entertainment and professional business service area that provides a wonderful mix for all to enjoy.

## Membership Services

**Chair:** Maelyn Hurley

**Committee Members:** Sandy Herron, Jim Comuzzi

Focuses on everything to do with our membership - organizes the Annual General Meeting and member promotions. Member promotions include member communications and the website business directory. The Ambassador program led by Sandy Herron is a subcommittee of the Member Services.

## Special Events

**Chair:** Maelyn Hurley

**Committee Members:** Sandy Herron

Hosts and partners in special events that highlight the unique attributes of our area and increase customer visits.