

Cape Cod Bird Club Volunteer Position Description

Title:

Member of the Conservation and Education Proposal Evaluation Team.

Primary Duties:

Read each submitted proposal and evaluate the proposal using a numeric scoring system according to the guidelines approved by the CCBC Board of Directors.

Optional Duties (not all incumbents will be expected to participate):

Assist the Conservation and Education Director throughout the year in:

- Uploading and linking any reports from the grant recipients to the CCBC website.
- Writing summary articles for *The Kingfisher* and any CCBC social media publicizing the grant proposals and results.

Time Commitment:

Once each proposal cycle; currently, annually in May and June. Total time commitment depends on the number of proposals submitted.

Supervisor:

Director, Conservation and Education.