

## Volunteer Opportunities

Two positions

10-20 hours/week

Flexible Hours

Location: OPEDA National Office, Room SM-3, USDA South Building, 14<sup>th</sup> and Independence Ave., Washington DC

OPEDA is looking for two part-time volunteers to assist in pursuing the legislative, member services, and professional development needs of the Organization. This includes attending meetings with other Federal employee organizations, members of congress, agency and organization officials; preparing documentation to support the needs of the organization; helping to recruit new members, and developing and implementing new plans and programs to support the members.

This is an opportunity to gain direct experience helping to manage a Nation-wide organization of professional employees. Volunteers will also attend board/council meetings and receive one-on-one training and development from experienced and seasoned Federal employees and retirees.

Benefits:

1. These are not paid positions
2. OPEDA will reimburse commuting costs for using public transportation to/from Washington, DC, and for local travel to attend meetings

Contact:

If you are interested, please contact Holly Hambley, Executive Director, at 202-720-4898