



Volunteer Program Request Form

Thank you for requesting a volunteer brief! Please use this form to complete your request. **All requests must be submitted 30 days prior to the requested brief.** Commands are responsible for any costs surrounding the workshop. Once form is complete, please email the form to monsharee.love@okinawa.usmc-mccs.org or VolunteerNow@Okinawa.usmc-mccs.org. Upon receipt, the Volunteer Coordinator will contact you to confirm the brief details.

Request Information:

Submission Date: _____

Unit Commander: _____

Readiness Coordinator: _____

Unit POC for Workshop: _____

Date of Event: _____

Start Time: _____

Brief Location (Camp): _____

Unit: _____

Goal of Brief: _____

of participants expected: _____

Contact No.: _____

Alternate Date(s): _____

End Time: _____

Building: _____

Available Trainings & Workshops

Passport to Volunteering Volunteering (2 hours)

In this workshop, volunteers are exposed to strategic volunteer opportunities and learn how to identify transferrable skills for resumes and job applications.

Volunteer Management (1 hour)

This training is for anyone who accepts and manages volunteer services to learn the key skills of Volunteer Management to include; recruiting, retaining, and recognizing volunteers. Participants also learn how to encourage professional development for volunteers.

Lead Okinawa: Teen Volunteer Workshop (2 hours)

In this workshop, teens (Ages 13 - 18) are exposed to age-appropriate volunteer opportunities and learn how to lead through volunteering. In addition, they learn how to identify transferrable skills for resumes and college applications.