



United Way of Midland – Community Engagement Volunteer Duties

Objective

To participate as a **Community Engagement Volunteer** and review/evaluate programs requesting United Way funds to determine how the funds raised will be invested in the community.

Note: *A Community Engagement Volunteer may include Allocation Panel Volunteers and/or Community Engagement Investment Committee Volunteer Members)*

Who Can Volunteer:

- Adults 18 or older.
- Reside or work full-time in Midland, Martin, or Upton County.
- Demonstrate personal investment in United Way by being a contributor to the Campaign.
<https://www.uwmidland.org/civicrm/contribute/transact?reset=1&id=2>
- Anyone who meets the first three qualifications and is not currently employed by a local non-profit organization that is being reviewed under the Request for Funding, Request for Continued Funding, EFSP, or Innovative Grant process they are assigned to review is eligible to participate

Volunteer Responsibilities

- Be available during business hours to participate in training, team meetings, and site visits.
- Attend a volunteer training session.
- Personally review and score each proposal.
- Utilize the online system to access proposals.
- Actively participate in all program site visits (scheduled as a team) and team meetings.
- Be objective, fair, and impartial in all aspects of the volunteer review process.
- Be able to discuss individual points of view and arrive at a group consensus.
- Ensure that funding recommendations are based on a program's ability to meet a community need, achieve results, and exercise good stewardship.
- Read, score, and submit the rubric e-scoring document for **all** proposals.
- As a team, make a funding recommendation for each proposal.
- Make an impact in the lives of others throughout your community.

Time Commitment

This process is concentrated in a nine-week period (March – May), including training. All visits will take place during work hours.

Total time commitment is approximately 15-25 hours.

- **Training:** 1.5 hours for new volunteers/ 1 hour for returning volunteers.
- **Independent review of proposals:** Approx. 30-45 mins per proposal. Reviews and scoring are due on April 27th by 11:59 p.m.
- **Request for Funding (Youth Opportunity, Financial Security, Community Resiliency, or Innovative Grants) - Team Meeting)** is accepting new volunteers: 2.5 - 3 hours to begin the review process and approx. 1 hour at the end of the review to complete the evaluation and make final funding recommendations.



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- ***Request for Continued Funding - Healthy Community (2-Gen Social, Health, and Well-Being) - Team Meeting (Open to current volunteers - ONLY):*** 1 hours to review and make final funding recommendations.

Volunteer Team Composition

- Teams are structured around one of the four United Way priority areas Community Resiliency, Healthy Community (2-Gen Social, Health, and Well-Being), Financial Security, or Youth Opportunity.
- Teams will review proposals within the same priority area and of similar scope.
- UWM seeks volunteers who are without conflicts of interest, donate to United Way, and represent all sectors of the community, including subject matter experts.
- The knowledge and opinion of each volunteer shall be valued as part of the review process.
- Each team may have up to 20 team members / no less than 2 members, a Focus Area Chair, and a representative from the United Way Community Engagement Investment Committee. A United Way staff liaison will support each team.

Scheduling Team Meetings and Site Visits

At the conclusion of volunteer training, each volunteer team will identify target dates for site visits and team meetings. All volunteers should bring their calendars to the training.

Confidentiality & Conflict of Interest

Community Engagement volunteers review, discuss, and make recommendations for funding. Materials and discussions regarding proposals, site visits, and team deliberation must be kept confidential.

The foundation of the Community Engagement Volunteer review process is integrity, fairness, and objectivity. Community Engagement volunteers must disclose any direct or indirect relationship with agencies in the review process to ensure this. Please complete the **Code of Ethics and Confidentiality Form**: <https://www.surveymonkey.com/r/panelcc>. A listing of all non-profits that are a part of the process are listed.

Contact:

Dr. Michelle M Evans
United Way of Midland
Director of Community Engagement
mevans@uwmidland.org
(432) 685-7714



Thank you for your interest in serving as a Community Engagement Volunteer.

Volunteer registration deadline is **February 16, 2026**.

Use **QR Code** or go to <https://www.surveymonkey.com/r/uwm-panel-26>