



Down Syndrome Achievement Centers  
educate. inspire. believe.

Fargo, ND

**Our success  
depends on you!**

*Did you know? GiGi's Playhouse Fargo operates with only one paid employee.  
The success of all our programs and events depends on our volunteers!*

**Join a committee!**  
**Change a life!**

*How much time will it take? The answer depends on you! We know, we're all busy.  
But if you're a **GiGi's Believer**, you'll make getting involved a priority!*

**For more information, please contact**

**Tahnee Ruud, Site Coordinator**

**701-551-PLAY (7529)**

**fargo@gigisplayhouse.org**



#### PROGRAMS COMMITTEE

- Understand the needs of the playhouse and establish programming goals based on those needs, adding or subtracting programs as necessary
- Define the set of programs to be offered in the playhouse and the respective program schedule
- Ensure volunteers and parent hosts are trained and available for each program, with assistance from Site Coordinator
- Periodically attend programs to ensure they are representing the playhouse well
- Manage the program coordinators (Literacy, Math, etc.) and act as their advocates within the board

#### FAMILY COMMITTEE

- Represents the interests and needs of Playhouse families
- Input for new programs and schedules
- Testimonials and success stories
- Event assistance
- Provide resources for community outreach
- Build base of Playhouse families

#### OUTREACH COMMITTEE

- Increase awareness about Down syndrome and the programs available at GiGi's Playhouse
- Define annual outreach plan
- Expand base of member families
- Build relationships with schools, therapy centers, medical professionals, community organizations, local businesses, etc. to spread the word about GiGi's

#### FACILITY & IT COMMITTEE

- Handle all IT-related issues of the playhouse, including:
  - Sound system
  - Security system
  - TV / video equipment
  - Computers and Tablets
- Door locks / chimes, etc.
- Any construction / remodeling issues
- Arrange for regular carpet and window cleaning



#### FUNDRAISING & EVENTS COMMITTEE

- Define annual fundraising plan, including target % for grants, events, individual donations, etc.
- Expand base of donors and potential donors
- Develop strategies and tactics to achieve the above targets
- Research, write and follow-up on grants
- Define any fundraising events, partner with the events committee to organize them
- Plan all events in the playhouse, including scheduling, food, activities and setup/cleanup
- Assign an Event Chair for each fundraising event

#### CURRENT BOARD MEMBERS (as of March 2016)

Marijo Schwengler, President

Joe Rizzo, Treasurer

Nikki Knodel, Secretary

Kristin Nelsen (Programs)

Teri Johnson (Facility & IT Committee)

Lindsay Muscha (Facility & IT Committee)