Volunteer Opportunities and Nonprofit Job Bulletin Board Policies

I. Posters/fliers must be approved by the SLCE Office and the SLCE Office will be responsible for posting and removing posters/fliers from this board.

II. Only posters/fliers pertaining to volunteer opportunities and job advertisements will be accepted.

III. Each posting must contain the logo or name of the 501c3 nonprofit or government agency sponsoring the opportunity.

IV. Maximum 4 weeks per posting, up to 2 posters/fliers per organization at one time.

V. Posters/fliers can be a maximum size of 11x17 inches with space where a date stamp can be seen prominently on the poster.

VI. Each poster/flier must contain contact information or a link to find more information.

VII. All posts must be approved by the SLCE office, availability is subject to space (by determination of the SLCE Office or their designee).

VIII. SLCE cannot print posters/fliers, but we can preview digital copies emailed to slce@uwyo.edu before printing. Emailing posters for preview/edits is recommended, but not required.

IX. Postings are updated every Friday, postings must be received by 5pm on Thursday to be included.

X. Posters/fliers determined by the SLCE Office to violate the University of Wyoming’s non-discrimination policies will not be posted on this board.

XI. Accepting a poster/flier for this board does not necessarily constitute the SLCE Office’s approval, sponsorship, or endorsement for that opportunity or organization.

XII. SLCE is not responsible for lost or damaged posters/fliers.

XIII. University of Wyoming departments seeking volunteer research subjects will be given secondary priority to community-based organizations.

See the Service, Leadership, and Community Engagement (SLCE) Office in Union 033 with any questions, or email slce@uwyo.edu.