

# **The Elisa Project**

## **Volunteer Information Packet**

**Instructions:** We are pleased to provide you with some information to help you become more familiar with our organization. Please help us get to know you by completing the Volunteer Information Form at the end of this packet.

Return the completed form to:

3102 Oak Lawn Avenue, Suite 520  
Dallas, Texas 75219

After we receive your completed form, you will be contacted to volunteer based upon your interests, skills and availability.

Welcome to The Elisa Project!  
Your time and skills are our most valuable assets!

## **About The Elisa Project**

Rick and Leslie McCall founded The Elisa Project, a non-profit organization, in 1999 in memory of their daughter Elisa to provide individuals faced with an eating disorder and their loved ones with education and support. Those involved seek to be a cohesive resource in providing eating disorder sufferers with a better chance of a cure through education of themselves, health professionals, parents, children and the community. Together, we work to increase community awareness of the disease, promote recognition of the warning signs, encourage those battling an eating disorder to seek treatment and provide objective information to families regarding the availability of appropriate professional services.

Elisa Ruth McCall was a vibrant, 20-year-old college student who, like many her age, suffered from the pain of an eating disorder throughout her adolescence. She recorded her struggle in her personal journal, and expressed her hope to reach out to others, but found her own struggle too great and ultimately took her own life. The publication of her journal has inspired many in her community to rally around the cause of combating eating disorders. That is Elisa's great legacy.

The effort has grown rapidly from the Elisa Ruth McCall Memorial Endowment at Southern Methodist University in Dallas established in 1997 by the McCall family, to include annual symposia for health professionals and school personnel. In late 2001, a Resource Center was established to provide information to the community about eating disorders and available treatment alternatives. A variety of programs launched by The Elisa Project focus on prevention as a means to eliminate eating disorders as a life-threatening disease.

For more information on The Elisa Project, to access any resource materials mentioned here or to contribute to The Elisa Project, please contact us:  
3102 Oak Lawn Avenue, Suite 520  
Dallas, Texas 75219  
Phone: 214.369.5222 Fax: 214.987.4518  
[www.TheElisaProject.org](http://www.TheElisaProject.org)

## **How You Can Help**

- Teach and practice good nutrition and eating habits
- Make good decisions about what cultural influences you expose yourself to, as well as your children and family
- Set personal health and fitness goals that are realistic and within your control
- Volunteer with The Elisa Project
- Encourage health professionals and educators to be more informed about the dangers of eating disorders by attending the annual symposium sponsored by The Elisa Project
- Make a contribution to The Elisa Project

## **The Elisa Project Currently Supports and/or Sponsors**

### The Elisa Project Resource Center

- A library of educational materials on eating disorders, including books, articles, information sheets and pamphlets on all eating disorders including anorexia nervosa, bulimia and compulsive overeating
- A Resource Guide listing eating disorder professionals and nationwide treatment centers
- Informational brochures and videotapes from eating disorder treatment centers
- Internet access
- Audiotapes from past symposium speakers
- Elisa's Story, a condensed version of the original newspaper series published in September 1997 by *People Newspapers*

### Support Groups

- Adolescent Support Group

Programs in area schools and community centers that promote healthy eating and provide nutrition information to youngsters

## **The Elisa Project Events**

### **National Community Gathering™**

The National Community Gathering™ is an event that takes place simultaneously in cities throughout the country during Eating Disorder Awareness Week. It is for those who are dedicated to informing the community about the prevention and awareness of eating disorders while advocating for mental health parity (legislation changes regarding eating disorders). This year, The Elisa Project is partnering with the National Tri-Delta Sorority and the Dallas Trade Mart to produce "a different kind of fashion show" celebrating all body types and sizes and promoting a healthy lifestyle. The event will take place on Wednesday, March 3, 2010, from 9:00 – 11:00 am in the Grand Pavilion of the Dallas Trade Mart.

## **ProAm Tennis Tournament**

Plans have just begun on The Elisa Project's newest fundraising event – a ProAm Tennis Tournament that will be in 2010. This event will bring together both professional and amateur tennis players to raise awareness and funds for The Elisa Project.

## **Life Lessons Luncheon**

The Life Lessons Luncheon is The Elisa Project's signature event and is held each fall in October or November. Monica Seles, Carson Kressley, and Tracey Gold are just a few of the outstanding speakers who have made the Life Lessons Luncheon so popular. The event helps to raise awareness about eating disorders, promote healthy living, and raise funds for The Elisa Project's prevention, education, and support programs, as well as our resource and referral programs.

## **The Elisa Project Programs**

### **Support Groups- EDA (Eating Disorder Anonymous)**

The Elisa Project Support Group provides a forum for individuals to come together to share and build a network of connection with others in the community who are impacted by this disease. EDA is a 12-step based group.

#### **Goals:**

1. We will provide a safe and structured setting that is open to the community;
2. We will promote recovery while reducing the isolation and stigma of eating disorders;
3. We will inform and educate our participants by offering a variety of topics;
4. When appropriate, we will make resource information available to participants who request information;
5. We will raise awareness about support groups as a means toward recovery.

## **Educational Programs**

The Elisa Project provides educational programs and referral sources for children, adolescents, their parents and teachers as well as health care professionals, all **free of charge**. Topics cover healthy living, positive body-image, nutrition, signs of disordered eating and the prevention and treatment of eating disorders. Our programs can be designed to last 1 hour or can be a series of topics that last for a few weeks, whichever best fits the needs of your school.

Groups we have addressed include:

- ❖ Students enrolled in health classes
- ❖ School Counselors
- ❖ After-school programs
- ❖ Parent-Teacher Associations
- ❖ Drug and alcohol treatment facility

## **Healthy Living Program**

T.A.R.G.E.T. This program is a four-week workshop that packs health, fitness, wellness, and creative interaction with fitness and wellness professionals into an educational adventure for fifth graders. This program will allow students to explore health, fitness and more. For four weeks, students will track their push-ups, jumping jacks, and hula hoops; all while learning about the importance of good nutrition and a healthy lifestyle.

### S.W.A.D.E. (Spreading the Word About Disordered Eating)

At both the high school & collegiate level, students meet monthly in order to coordinate programming, attend to organizational business, and plan fundraising to raise awareness about eating disorders.

# Volunteer Opportunities

The Elisa Project loves volunteers! Volunteers are needed for a variety of roles at The Elisa Project – most importantly to increase awareness about the importance of healthy living and eating disorder awareness. We appreciate any help that can be provided. All volunteer opportunities are offered during regular business hours.

## **Opportunities:**

### **Office Management**

- Answering phone
- Writing letters of acknowledgment
- Assisting with mailings
- Maintain supply of printed materials
- Maintain office which includes the library, reception area, and supply room

### **Newsletter Developer**

- Create e-newsletter sent to 1,000 people monthly

### **TEP Librarian**

- Inventory & organization of The Elisa Project's library

### **Historian**

- Record past events in TEP scrapbook
- Organizing/filing any press about The Elisa Project

### **Research Assistant**

- Research any new information about eating disorders
- Update The Elisa Project's Resource Guide
- Analysis and entry of resource data

### **Special Event Volunteer**

- General preparations prior to the event
- Day-of preparation and assistance
- Mailings
- Set-up
- Ticket sales
- Registration

**Reports to:** Volunteer Coordinator

**Hours:** 9am-4pm

# The Elisa Project Volunteer Information

Mr. Mrs. Ms. Dr. \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street City State Zip

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Birthday: \_\_\_\_\_

## Current Employment (if any):

Position \_\_\_\_\_ Company Name \_\_\_\_\_

How long have you worked there? \_\_\_\_\_

## Education (Check the highest level completed):

- High School/GED  College  
 Associate Degree  Graduate School

## How did you hear about The Elisa Project?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Why are you interested in volunteering at The Elisa Project?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I have the following skills (check all that apply):**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Accounting           | <input type="checkbox"/> Layout/Design        | <input type="checkbox"/> Public Speaking  |
| <input type="checkbox"/> Microsoft Excel      | <input type="checkbox"/> Drawing/Illustrating | <input type="checkbox"/> Fundraising      |
| <input type="checkbox"/> Microsoft Word       | <input type="checkbox"/> Graphic Design       | <input type="checkbox"/> Grant Writing    |
| <input type="checkbox"/> Microsoft PowerPoint | <input type="checkbox"/> Music                | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Microsoft Publisher  | <input type="checkbox"/> Painting             | <input type="checkbox"/> Marketing        |
| <input type="checkbox"/> HTML                 | <input type="checkbox"/> Bilingual            | <input type="checkbox"/> Event Planning   |
| <input type="checkbox"/> Investment/Finance   | <input type="checkbox"/> Broadcasting         | <input type="checkbox"/> Catering         |
| <input type="checkbox"/> Project Management   | <input type="checkbox"/> Photography          | <input type="checkbox"/> Speech Therapy   |
| <input type="checkbox"/> Statistics           | <input type="checkbox"/> Video Taping         | <input type="checkbox"/> Physical Therapy |
| <input type="checkbox"/> Strategic Planning   | <input type="checkbox"/> Video Editing        | <input type="checkbox"/> Legal/Law        |
| <input type="checkbox"/> Tech Training        | <input type="checkbox"/> Writing              | <input type="checkbox"/> Parenting        |
| <input type="checkbox"/> Social Media         | <input type="checkbox"/> Proof Reading        | <input type="checkbox"/> Counseling       |
| <input type="checkbox"/> Desktop Publishing   | <input type="checkbox"/> Resume Writing       | <input type="checkbox"/> Social Work      |
| <input type="checkbox"/> Calligraphy          | <input type="checkbox"/> Grant Writing        | <input type="checkbox"/> Nutrition        |
| <input type="checkbox"/> Lettering            | <input type="checkbox"/> Scrapbooking         | <input type="checkbox"/> Fitness Training |
| <input type="checkbox"/> Crafts               | <input type="checkbox"/> Lobbying             | <input type="checkbox"/> Other: _____     |

**Qualifications**

Please list your qualifications if you are interested in volunteering as a grant researcher, presentation speaker or with web support.

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**Volunteer Experience**

Please list past volunteer experiences.

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**Availability**

Select one or more of the following:

\_\_\_ Monthly    \_\_\_ Weekly (please circle which days work best for you)

Monday    Tuesday    Wednesday    Thursday    Friday

\_\_\_ Events only

\_\_\_ Other: \_\_\_\_\_

**Are you bilingual?**

\_\_\_yes      \_\_\_no

If yes, please list languages.

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**References**

Please list two personal references that are non-family members.

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Name	email	phone
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Name	email	phone
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**Emergency Contact**

Person to notify in case of an emergency:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Do you have any physical or psychological limitations that we should know about? If so, please provide details:

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