

# EMORY UNIVERSITY.

## Volunteer Emory records, 1981-2010

Emory University  
Emory University Archives  
Stuart A. Rose Manuscript, Archives, and Rare Book Library  
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### Descriptive Summary

**Creator:** Emory University.  
**Title:** Volunteer Emory records, 1981-2010  
**Call Number:** Series No. 174  
**Extent:** 4.5 linear ft. (7 boxes and 1 BV [bound volume])  
**Abstract:** Records consists of subject files, ephemera, and the administrative materials of Volunteer Emory, a volunteer-coordination group founded by undergraduates in 1980 now operating within the Division of Campus Life. Notable contents include files on recurring programs, such as Alternative Spring Break.  
**Language:** Materials entirely in English.

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### Administrative Information

#### Restrictions on Access

Unrestricted access.

#### Terms Governing Use and Reproduction

All requests subject to limitations noted in departmental policies on reproduction.

#### Source

Transfer

#### Citation

[after identification of item(s)], Volunteer Emory records, Emory University Archives, Stuart A. Rose Manuscript, Archives, and Rare Book Library, Emory University.

#### Processing

Processed by Michael Hessel-Mial, August 2014.

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## **Collection Description**

### **Administrative History**

Emory University undergraduate students Debbie Genzer and Wendy Rosenberg founded Volunteer Emory in 1980 in order to coordinate student volunteer activities. Volunteer Emory began as one of the first on-campus divisions of United Way before merging with the Division of Campus Life. The Alternative Break program, spearheaded by undergraduate Lanchi Nguyen in 1994, is now one of Volunteer Emory's main programs, alongside Emory Cares Day, which is held in collaboration with the Emory Alumni Association.

### **Scope and Content Note**

Records primarily contain subject files consisting of correspondence, ephemera, and administrative materials. These files include binders documenting the primary operations of the Volunteer Emory office, as well as other major regular programs. Notable recurring programs include Alternative Spring Break, Freshmen In Service for Humanity, the Social Entrepreneurs grant program, and weekly service trips. The collection also includes film, photographs, and slides.

### **Arrangement Note**

Arranged alphabetically by subject.

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## Container List

Box	Folder	Content
1	1	Absolutely Incredible Kid Day, logistics and promotional materials 1998-2003
1	2	Alternative Spring Break, alternative break-related publications, 1993-1996
1	3	Alternative Spring Break, binder of main operations, 1993-1995 [1 of 2]
1	4	Alternative Spring Break, binder of main operations, 1993-1995 [2 of 2]
1	5	Alternative Spring Break, binder of main operations, 1996-1999 [1 of 2]
1	6	Alternative Spring Break, binder of main operations, 1996-1999 [2 of 2]
1	7	Alternative Spring Break, Break Away conference, attendee packet with correspondence and notes, 1994
1	8	Alternative Spring Break, Break Away organization, membership materials and grants to Volunteer Emory, 1994-1995
1	9	Alternative Spring Break, Campus Outreach Opportunity League conference, photocopy of notebook, 1995
1	10	Alternative Spring Break, Collegiate Challenge, partnership with Habitat for Humanity, Miami, Florida, volunteer and site coordination materials, with correspondence, 1999
1	11	Alternative Spring Break, group journal, Appalachia, 1995
2	1	Alternative Spring Break, group journal, John's Island, South Carolina, 1995
2	2	Alternative Spring Break, group journal, John's Island, South Carolina, 1994
2	3	Alternative Spring Break, group journal, Nashville, 1995
2	4	Alternative Spring Break, group journal, Roanoke, Virginia, 1994
2	5	Alternative Spring Break, logistics and planning materials, undated
2	6	Alternative Spring Break, miscellaneous ephemera, 1993-1997
2	7	Alternative Spring Break, notebook, site coordination and logistics, 1998-1999
2	8	Alternative Spring Break, site in Connellsville, Pennsylvania, 1997-1998
2	9	Alternative Spring Break, site in Franklin, North Carolina, correspondence with local organizations, 1993
2	10	Alternative Spring Break, site in Irvine, Kentucky, information pamphlets from local organizations, 1997-1998
2	11	Alternative Spring Break, site in John's Island, South Carolina, information packets, 1994-1998
2	12	Alternative Spring Break, site in Marks, Mississippi, demographic information, 1993
2	13	Alternative Spring Break, site in Roanoke, Virginia, pamphlets from local organizations, 1993
2	14	Alternative Spring Break, student applications, undated
2	15	Alternative Spring Break, Virginia Water Project, volunteer coordination and photographs, 1993-1996
2	16	Annual reports, 1986-1995

- 2 17 Annual reports, 2001-2009
- 3 1 Arts Week, wrap-up notes, 2008
- 3 2 Awards to Volunteer Emory, from civic and governmental organizations  
1983-2009
- 3 3 Brochures, Volunteer Emory, 1980s-2000s
- 3 4 Calendars, Volunteer Emory events and service trips, 1995-2001
- 3 5 Careers for the Common Good, brown bag seminars, 1998-2005
- 3 6 Careers for the Common Good, green businesses, 2005-2006
- 3 7 Co-directors of Volunteer Emory, student volunteer applications, 1999-2006
- 3 8 Collegiate Service Summit, event coordination and wrap-up, 1996
- 3 9 Community organizations notebook, undated
- 3 10 Correspondence with Cynthia Shaw, Campus Life, 1994-2002
- 3 11 Correspondence with Cynthia Shaw, Campus Life, 2003-2009
- 3 12 Drawings from youth attendees at volunteer events, 2008
- 3 13 Emergency guidelines, Volunteer Emory events, 2001-2003
- 3 14 Emeritus College Spring Symposium, promotional materials, 2007-2008
- 3 15 Emory Cares, site coordination and participant surveys, 2006-2007
- 3 16 Emory: Engaging Community, advisory board, reports, 2006-2007
- 4 1 Events, ephemera, 1980s-2010
- BV1 Events, ephemera, oversized, 1993-2010
- 4 2 Events, volunteer coordination, 1991-2004
- 4 3 Film, photographic, undated
- 4 4 Freshmen In Service for Humanity, applications, 2002
- 4 5 Freshmen In Service for Humanity, binder of operations, 2002 [1 of 2]
- 4 6 Freshmen In Service for Humanity, binder of operations, 2002 [2 of 2]
- 4 7 Freshmen In Service for Humanity, placemats, 2002
- 4 8 "Get Fit" 5k run/walk, event coordination, 1998-2006
- 4 9 "Get Fit" 5k run/walk, grants, 1998-2005
- 4 10 Hands On Atlanta organization, volunteer collaboration with Emory University,  
1998
- 4 11 Heart to Heart run, event coordination, 1994-1995
- 4 12 National Volunteer Week, correspondence, 1986-2001
- 5 1 Newsletters, 1982-2004
- 5 2 Photographs, 2009-2010
- 5 3 Photographs, 2002
- 5 4 Photographs, 2000s
- 5 5 Photographs, 1980s-1990s
- 5 6 Photographs, 1987-1988
- 5 7 Press coverage, 1981-2008
- 5 8 Public relations proposals, 1996-2004

5	9	Schulman service grant program, binder, 2000-2001
BV1		Scrapbook, 1990s
5	10	Service trips, calendars and trip coordination, 1996-2004
5	11	Sign-up sheets, Volunteer Emory programming, 2004-2008
7		Slides, Boulevard House, 1995
7		Slides, Fall retreat, 1986
7		Slides, Mayday Playday, 1982
7		Slides, Mayday Playday, undated
7		Slides, Much Ado About Nothing, 1983
7		Slides, Playday, 1993
7		Slides, Playday, midtown, 1985
7		Slides, Playday in the Park, 1995
7		Slides, staff and volunteers, 1981-1982
7		Slides, Trim-A-Tree, Mortar Board, 1985
7		Slides, volunteer fairs, 1982-1983
7		Slides, unidentified, undated [1 of 2]
7		Slides, unidentified, undated [2 of 2]
5	12	Slides, miscellaneous, 1981-1995
5	13	Social Entrepreneurs grants, applications, 2001-2002
5	14	Social Entrepreneurs grants, applications, 2005-2006
6	1	Social Entrepreneurs grants, binder of operations, 2000-2004 [1 of 2]
6	2	Social Entrepreneurs grants, binder of operations, 2000-2004 [2 of 2]
6	3	Sports camp, logistics and promotion, 2001-2007
6	4	Staff, general, meeting materials and correspondence, 1993-2009
6	5	Staff manual, 2006
6	6	Staff meetings, 1996-1999
6	7	Staff policies and procedures, binder, 2002-2006
6	8	Staff policies and procedures, binder 2008-2009
6	9	Staff surveys, 1996-2005
6	10	Statistics on volunteer activity at Emory and nationwide, 1998-2004
6	11	Volunteers and staff of the month, photos, undated
6	12	Women's History Month, correspondence and exhibit materials, 1996-2005
6	13	Volunteer organizations, pamphlets 1980s-2001

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