

Audio-Visual Assistant

I am able to help with:

- Overhead projectors
- PowerPoint presentations
- Slide projectors
- VCRs and DVDs

Course Coordinator

Coordinators welcome their fellow students, introduce the instructor(s) and assist with incidental needs by posting class signs, making announcements, and distributing course handouts and flyers about OLLI trips and lectures.

Editorial Committee

Members edit and proofread OLLI catalogs, newsletters and other printed materials.

Office Aide

Aides file documents, answer telephones, make photocopies, and do general office work.

OLLI Outings

Members plan, arrange and publicize trips and special lectures for OLLI registrants.

Public Relations

I am able to help with:

- Distributing catalogs to libraries, senior facilities, realtors, etc.
- Spreading "the word" about OLLI at UVa
- Writing articles for media

Teach a Course

If you'd like to teach a course, let us know and we'll send you a form on which you will indicate your area of expertise / interest and other necessary information.