



CHARLOTTE COUNTY BCC – VOLUNTEER PROGRAM

(revised 6/27/2025)

DEPARTMENT & CONTACT INFO	VOLUNTEER OPPORTUNITIES
Public Information/CCTV Elizabeth Sporillo 941.623.1090 Elizabeth.Sporillo@CharlotteCountyFL.gov	Assist in production of live BCC meeting broadcasts, work with TV automation system, and perform general TV operations duties.
Animal Control Katelyn Warram 941.833.5684 Katelyn.Warram@CharlotteCountyFL.gov	No opportunities available at this time.
Attorney Ceres A. Austria 941.743.1327 Ceres.Austria@CharlotteCountyFL.gov	No opportunities available at this time.
Budget & Admin Services Jennifer Smith 941.743.1551 JenniferD.Smith@CharlotteCountyFL.gov	No opportunities available at this time.
Commission Main number 941.743.1300 Assistant@CharlotteCountyFL.gov	Many advisory boards and committees. List of boards and committees available in the Commission office.
Community Development Ben Bailey 941.743.1211 Ben.Bailey@CharlotteCountyFL.gov	General clerical and administrative opportunities are available.
Community Services Jane Ravella 941.235.5007 Jane.Ravella@CharlotteCountyFL.gov	<p>The Department utilizes volunteers (starting at age 14) in all divisions:</p> <p>Library volunteers assist with:</p> <ul style="list-style-type: none"> • Checking in materials • Putting materials away and maintaining shelves • Assisting patrons in finding materials in the library • Helping with clerical tasks such as typing and filing • Assisting with youth and young adult programs <p>Historical Center volunteers assist with greeting visitors and with clerical tasks such as typing and filing</p> <p>Recreation volunteers assist with summer camp</p>

Economic Development Janet Johnson 941.764.4956 Janet.Johnson@CharlotteCountyFL.gov	Volunteers to answer phones, update contact information in Outlook, redevelopment research on GIS website. From time to time, volunteers to copy and collate collateral materials and assist in mailings.
Environmental Services Jamie Scudera 941.613.3226 Jamie.Scudera@CharlotteCountyFL.gov	Seeking volunteers with SW Florida ecology knowledge to conduct vegetation identification surveys on Conservation Charlotte properties, photo points; organizations interested in help maintain Preserve properties trail maintenance, exotic plant removal. Seeking volunteers for the Shorebird Steward Project; and assistance with shorebird nesting, roping/staking activities.
Extension Services Holly Bates 941.764.4352 Holly.Bates@CharlotteCountyFL.gov	Seeking volunteers for the Master Gardeners program, 4-H group leaders for youth clubs; Sea Grant Program seeking volunteer for various coastal programs.
Facilities Construction & Maintenance Keri Brouillard 941.743.1994 Keri.Brouillard@CharlotteCountyFL.gov	<ul style="list-style-type: none"> • Inventory and documentation of facility support systems, indoor and outdoor • Volunteers to help with maintenance of County Facilities • Energy and sustainability programs and projects • Interns in building trades and systems • Security assessment and operation
Human Resources Michele Fitzgerald 941.743.1297 Michele.Fitzgerald@CharlotteCountyFL.gov	General clerical and administrative opportunities available.
Human Services Laurie Kimball 941.833.6546 Laurie.Campbell@CharlotteCountyFL.gov	No opportunities available at this time.
MPO Bekie Leslie 941.883.3535 Bekie@ccmpo.com	No opportunities available at this time.
Office of Emergency Management Ellen Pinder 941.833.4000 Ellen.Pinder@CharlotteCountyFL.gov	<p>More than 100 people are currently on the RACES (amateur radio) roster, and they are always on standby to serve as emergency communicators.</p> <p>Our animal rescue group has at various times, 20-25 trained folks who know what has to be done to care for primarily pets in emergency situations.</p> <p>Twenty volunteers are trained to open and run the volunteer reception center that is activated to direct incoming volunteers when disaster occurs.</p> <p>Our Community Emergency Response Teams (CERT) training has given us nearly 150 citizens who have taken an 8-unit course teaching "neighbor to help neighbor" when a disaster overwhelms our emergency services.</p> <p>Approximately 300 people are actively involved in serving Charlotte County as Emergency Management volunteers. We continue to explore other areas where we can utilize volunteers and endeavor to replenish those who are no longer able to serve in the aforementioned capacities.</p>

<p>Public Works Michele Winsor 941.575.3607 Michele.Winsor@CharlotteCountyFL.gov</p>	<p>Solid Waste: Seeking volunteers for Keep Charlotte Beautiful programs and events.</p>
<p>Transit Heidi Maddox 941.764.4994 Heidi.Maddox@CharlotteCountyFL.gov</p>	<p>Transit has used probationers in fulfilling community service requirements to wash buses as a cost-saving measure.</p> <p>Transit uses “Volunteer Sweat Equity” provisions in contracting services through the Transportation Disadvantaged Program (Sunshine Rides). Transit has current contracts with Charlotte County Veterans Council, the Homeless Coalition, Special Training and Rehabilitation (STAR), Haven Drop-In Center, Charlotte Council on Aging, Grove City Manor, and Operation Cooper Street. These agencies provide a total of approximately 27,000 rides per year that are not billed. Transit continues to look for new sweat equity opportunities.</p>
<p>Utilities Sandra Melquist-Reed 941.764.4508 Sandra.Melquist-Reed@CharlotteCountyFL.gov</p>	<p>Engineering Intern for small engineering data collection/analysis work. Clerical for miscellaneous filing and scanning. Time frames will be worked out depending on assignments. Feral hog trapping/removal</p>
<p>Visitor and Convention Bureau Amy Sharpe 941.743.1900 Amy.Sharpe@charlottcounttyfl.gov</p> <p>Brynja Phipps 941.743.1900 Brynja.Phipps@CharlotteCountyFL.gov</p>	<p>Join the Charlotte Harbor Gulf Island Coast in Spreading Sunshine</p> <p>Become a volunteer destination liaison at the Punta Gorda/Englewood Beach Visitor and Convention Bureau today! If you have knowledge of local area attractions, accommodations, restaurants, and points of interest in Charlotte County, you can assist visitors with their tourism questions by volunteering at the Visitor Bureau. Spend three to four hours once or twice per week greeting customers and clients in person and through incoming calls. Training will be provided. Apply Here</p> <p>Contact Lena Applegate or Bry Phipps at 941.743.1900 for additional details.</p> <p>“Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in.” – unknown</p>