



Volunteers

Position Description

General Support Volunteer

Are you flexible and ready to pitch in wherever needed? Do you have a can do attitude? You may be asked to assist with meal time, cleaning, homework help, 6-9 year old room, or the athletics program. No matter what you are doing you are sure to be greeted with smiling faces and a leave knowing you made an impact! If you love kids, love to be active, are creative and outgoing, and consider yourself a team player who is responsible and dependable, we would love to have you as a volunteer!

Qualifications:

- Passionate and enthusiastic about education and working with children
- Patience for members struggling with new and/or challenging concepts
- Basic computer, math, and literacy skills required
- Minimum of working towards H.S. diploma or received H.S. Diploma/GED
- Volunteer duties may involve lifting, repetitive motions, bending, stretching and other physical stressors
- Must be able to clear a background check, no felonies or sexual offenses permitted

Expectations:

- Flexible to complete tasks such as meal time, homework help or gym activities
- Administrative support as needed
- Show initiative in starting and completing volunteer projects
- Be a mentor to Club members
- Transportation monitor: assist staff as a monitor when transporting members to events, field trips or other Clubs as needed in Club vehicles (not required but optional task)
- Assist staff with area supervision
- Maintain cheerful disposition towards staff and Club members
- Consistency: arrive on time to placement and communicate with Club staff about schedule
- Dress is business casual, may substitute jeans. Clothing with vulgar, sexually explicit or otherwise offensive language or graphics is not permitted

Commitment: Ability to commit to at least 3 months of consistent service

Locations: AJ Rickoff; Broadway; East Tech; FDR; John Adams Teen Center; King Kennedy; Lincoln West Teen Center; Luis Munoz Marin; Mound; St. Luke's Manor; St. Martin De Porres; Walton;