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# Youth Enrichment Volunteer

## Children's Programs

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### **Our Club, Our Community**

The Our Club out-of-school program is a great resource for residents of Our House and low-income families with school-age children. Every year, we provide **over 660 students** from kindergarten-12th grade a safe, consistent, and comfortable place to learn and grow. The Children's Center is located on the Our House campus at **302 E Roosevelt Rd.** The Children's Program VISTA coordinates between the Youth Enrichment Volunteers (YEVs), Children's Center staff, and AmeriCorps members.

## The Role of a Youth Enrichment Volunteer

As a Youth Enrichment Volunteer (YEV), you will be working directly with our youth clients to help them achieve their goals and assisting the office team with any administrative duties.

### Description of Tasks

- Homework help: seeking volunteers with elementary to high school knowledge of English and mathematics
- Basic computer skills development: essay paper research, educational games, basic Microsoft Word, etc.
- Field trip supervision
- Classroom management: general assistance in supervising activities
- Provide positive reinforcement and promote healthy, non-violent behaviors
- Keep the playroom and childcare areas clean and organized
- Assist with crafts, games or free-play

### Preferred Volunteer Times

School Day	
Monday - Friday	2:30 pm to 7:00 pm
Out-of-School Day/Summer	
Monday - Friday	7:30 am to 4:30 pm

### Preferred Skills and Qualifications

<ul style="list-style-type: none"> <li>● Experience working with youth (ages 5 to 16 years old)</li> <li>● Be a minimum of 18 years old. Exceptions are made for students who are participating in an ongoing social service/community service program (one semester or more)</li> </ul>	<ul style="list-style-type: none"> <li>● Be comfortable volunteering within a group or individually</li> <li>● Good verbal and communication skills</li> <li>● Approachable and friendly</li> <li>● Comfortable working with different temperaments and personalities</li> <li>● Flexibility, patience and the ability to work with youth</li> </ul>
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## Training and Support

All Our House volunteers receive a tour around the Our House campus, and they get training on the aspects of their volunteer role. All Children's Center volunteers must undergo a background check (typically taking around 1 week to process), a Child Maltreatment Check, and a volunteer orientation (lasting around 1 hour). They also receive support, advice, and guidance from the Children's Programs VISTA and Children's Center team.

## Benefits to Volunteer

All Our House volunteers will have the opportunity to make a difference in somebody's life. A YEV is able to network and communicate with a range of individuals and groups. YEVs learn about childhood development from a hands-on approach.

## Application Procedure

1. Application Form: available on the Our House website
  - a. Includes check with NSOPW (registered sex offender list)
2. Informal Interview and orientation with Children's Program VISTA
3. Child Maltreatment Check and Criminal Record check
  - a. If you have lived outside of Arkansas in the last 5 years, FBI Record check is required

## Contact Information

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