

## **Children's Program Volunteer**

### **POSITION SUMMARY**

Supervise and guide children in creative play and model good communication, teamwork, and conflict resolution in conjunction with shelter staff and other volunteers.

### **QUALIFICATIONS**

- Possess a passion for strengthening community, providing quality services to those in need, and empowering oneself and others
- Able to assist in planning children's activities, such as crafts, games, art projects, etc., and supervise children in activities and play
- Possess active listening and good communication skills
- Able to exercise patience, understanding and compassion
- Able to work in a high-stress environment with a diverse population
- Sensitive to and respectful of people's differences related to culture, age, sexual orientation and gender identification, ability, and personal experience
- Able to handle confidential information with integrity
- Able to learn about and develop a comprehensive understanding of oppression, domestic violence and sexual assault, and related issues
- Able to attend 40 hours of training and an informal interview, complete application materials, and pass a criminal background check
- Be 16 years old or older
- Not a mandatory reporter

### **ESSENTIAL FUNCTIONS**

- Assist Children's Program Coordinator in planning children's games and projects
- Supervise and guide children in games and projects
- Model positive communication, cooperative interaction, and conflict resolution
- Conduct individualized safety planning with children
- Encourage and support children using the empowerment model
- Report to staff if a child discloses abuse
- Maintain confidentiality of client information
- Maintain a positive, professional demeanor
- Adhere to procedures and protocol as outlined in training and the Volunteer Manual
- Arrive on time for scheduled shifts and provide notice if unable to attend a scheduled shift
- Do your best to attend scheduled in-service meetings and special volunteer events
- Notify the Volunteer Coordinator if you need to take a leave of absence or if you choose to end your volunteer experience

### **SPECIFIC FUNCTIONS**

- Reports to Volunteer Coordinator and Children's Program Coordinator
- Commits to doing at least one two-hour shift weekly for at least six months