

Volunteer Position Description

This form should be used by SSCHC staff to request volunteers, assist with recruitment and successful match, and inform volunteers of their duties.

Position Title: Photographer

Department: Healthy Choices

Direct Site Supervisor: Tatiana Maida

Location: Parkway Clinic – 2906 S. 20th Street

Number of Volunteers Requested: 2-One volunteer for Monday, One for volunteer for Wednesday

Would you like to interview candidate yourself? Yes

Can this position be filled by Service Learning Students? Yes No

Service Learning students typically commit to 10-30 hours over one semester (approximately 4 months).

Purpose for Volunteer Assignment:

- Photos/videos from Healthy Choices Program help us with events like the Graduation and Volunteer Appreciation, memory pages, magnets, etc.
- Documentation illustrates the program to prospective participants and volunteers, in brochures, flyers, and our Healthy Choices Facebook page
- The pictures are also used to show the Board and other Administrators at Sixteenth Street Community Health Centers who are not able to visit the program in person, but work in the areas of grants, external affairs, and executive matters
- Aid in preparing food for snack demonstrations

Time Commitment:

Specific time period (total of 25 hours for 3 months). Once a week from 5:00 to 8:00 pm. Volunteers can select day (Monday or Wednesday). Class run from April-June. Volunteers must also attend an evening orientation and are strongly encouraged to attend graduation and volunteer appreciation dinner.

Duties:

- Take photos and/or video of main activities during Healthy Choices sessions
- Aid in preparing food for snack demonstrations
- Help with set-up and clean up of working areas.

If volunteer will have contact with people, a PPD (TB) test is required at no cost to the volunteer. In addition, if a volunteer has direct patient contact, s/he must provide proof of MMR, TDap, and varicella vaccinations.

Will volunteer have contact with people and require PPD test? Yes

Qualifications:

- Knowledge of photography; video and power point a plus
- Enjoy working with kids and with diverse populations
- Positive attitude and open to listen/learn

Is a background check required for this position?: Yes

If Yes, why? Working with children

Benefits to the volunteer:

- Increase knowledge about nutrition, healthy cooking and physical activity

- Understand the challenges/successes of children/families when making eating and life style changes
- Understand Latino culture in relationship to eating and physical activity.

Prepared By: Tatiana Maida/Eduardo Castro

Date: 2/27/2015

For office use only:

Volunteer needs: ID Badge