

Volunteer Position Description

Position Title: Children's Activities Leader – SEEDS Group **Department:** Behavioral Health

Direct Site Supervisor: Melissa Waldo, LCSW

Location: Chavez Clinic (1032 S Cesar Chavez Drive, Milwaukee)

Number of Volunteers Requested: 1-2

Would you like to interview candidate yourself? Yes No

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: SEEDS is an emotional treatment group offered weekly to teenage girls between the ages of 13 and 16. Its objective is to heighten awareness of issues affecting personal growth and development and to build and expand on social and emotional skills to achieve healthy and successful outcomes. There is a corresponding parent group, ROOTS. Many of these parents have other young children; we would like to offer structured activities & play for these children so their parents can attend the group with less distraction. A win-win for both parents & youth!

Benefits to the volunteer: Experience speaking Spanish and working with kids, as well as taking on a leadership role. Teaching or tutoring opportunity. Experience in facilitating small groups or working 1:1. Exposure to a community health and health education setting.

Time Commitment: Every Monday evening from 6:00 – 8:00 pm

Client /patient population volunteer will serve: Children of parents attending ROOTS groups; Families of SEEDS participants

Duties: Carrying out planned activities and structured play with children; ages vary from toddler to school-aged.

Qualifications: Interest in early childhood education, child development or similar fields; vibrant energy for working with youth; some Spanish language skills preferred, interested in learning more. Experience working with young children preferred; teaching/tutoring experience is ideal, but not required.

Training provided to volunteer: Volunteer will complete a 1-hour Human Resources Volunteer Orientation. Volunteer will receive orientation to Behavioral Health Department, SEEDS, and ROOTS and resources specific to Children's Activities by designated staff.

Is a background check required for this position? Yes No
If Yes, why? **Working with children** Other reason _____

All volunteers: a PPD (TB) test is required at no cost. In addition, if volunteer will have direct patient contact or work directly with children, volunteer must provide proof of MMR, TDap, and varicella vaccinations.

Will volunteer have direct patient/children contact and require vaccine documentation? Yes No

Prepared By: Melissa Waldo/Kate Jaeger

Date: September 2018

I agree that I have read, understand, and agree to carry out the above SSCHC Volunteer Position.

Volunteer Signature: _____ **Date:** _____

I agree to provide the training listed above and to ensure the volunteer is prepared to carry out his/her role. I agree to provide ongoing or updated training as needed.

Staff Signature: _____ **Date:** _____

For office use only:

Volunteer needs: Key E-mail set-up Computer access (list programs)
 ID badge
 Other _____