

Volunteer Position Description

Position Title: Environmental Health Educator – After-School Program: KK River Explorers

Department: Environmental Health

Direct Site Supervisor: Elizabeth De Leon

Location: Windlake Elementary School - 2433 S 15th St, Milwaukee, WI 53215

and/or Lincoln Avenue Elementary School – 1817 W Lincoln Ave, Milwaukee, WI 53215

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: SSCHC partners with south side schools to provide afterschool programming. Titled *KK River Explorers*, the program focuses on place-based environmental health and outdoor recreation with student creation of a field guide explaining various aspects of the Kinnickinnic River Watershed. Participants are 4th & 5th grade students at Lincoln Avenue & Windlake Elementary Schools. Lessons are taught at the schools with outings to Pulaski Park and the Kinnickinnic River Trail. Programming runs in the afternoon, Monday through Thursday, from mid-September to mid-December (more detailed schedule information below).

Benefits to the volunteer: Volunteer will gain experience and practice in teaching and facilitating groups, especially with children. Volunteer will learn more about topics related to environmental health relevant to the near south side, specifically the neighborhoods surrounding the KK River. Bilingual volunteer will have the opportunity to speak Spanish.

Time Commitment:

Windlake Elementary: Tues/Thurs, 4:45 – 6:00 pm, 9/11/18 - 12/13/18; ideal candidate can volunteer both Tues and Thurs

Lincoln Avenue Elementary: Mon/Wed, 2:45 – 4:00 pm, 9/10/18 - 12/12/18; ideal candidate can volunteer both Mon & Wed

Field Trip dates are: 9/26, 9/27, 10/3, 10/4, 10/10, & 10/11 – on those dates, the volunteer schedule is 3:30 – 5:45/6:00 pm.

Client/patient population volunteer will serve (if applicable): 4th & 5th grade students of Windlake & Lincoln Avenue Elementary Schools

Duties of volunteer: Volunteer will assist lead educator in all activities. Volunteer will accompany program participants on field trips.

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

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

Qualifications required or preferred: (software, physical activity, Spanish fluency)
Bilingual (Spanish/English) preferred, not required. Ability to engage in physical activity. Experience working with school-aged children or desire to gain experience.

Training provided to volunteer: (name or type of training(s) required for this role and name of staff who will conduct training(s))

Volunteer will complete mandatory 1-hour Human Resources/Volunteer Orientation. Additional training related to role-specific tasks will be provided by SSCHC Environmental Health Educator.

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

Prepared By: Kate Jaeger/Elizabeth De Leon

Date: 8/17/2018

I agree that I have read, understand, and will 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 _____