

# VOLUNTEER OPPORTUNITIES FOR YOUTH

***VOLUNTEER CENTER***

***ACTION GUIDE***

**2009-2010**

***The Volunteer Center***

***1111 South Blvd.***

***Oak Park, IL. 60302***

***(708) 386-3393***

***[www.oprfvolunteercenter.org](http://www.oprfvolunteercenter.org)***

***(Check our website section under Youth Opportunities  
for other additional listing***

**Revised as of May 8, 2009**

# **Welcome to the 2009-2010 Listing of Youth Volunteer Opportunities!**

Thank you for your interest in volunteering. This **Action Guide** is the Volunteer Center's list of year-round volunteer opportunities for youth. In it you will find many non-profit organizations, agencies and resources which would welcome the assistance and enthusiasm of youth. The listings give you a short description of each organization and details of what and when opportunities are available. Minimum ages are given as a guide, but if you are close to the age listed, give the agency a call, explain your interest in volunteering and see if they will talk with you.

The pages in the back of this directory offer steps to help you get started volunteering and what you can expect and take from your experiences. Use this information as a guide when you are making your phone calls and meeting with volunteer coordinators. It will help you know what questions to ask.

The Volunteer Center has taken an active role in getting children and youth involved in volunteer work. The Center works hard to open new doors and bring new volunteer opportunities to youth. We hope that you will find this directory useful to you.

**The Volunteer Center**  
1111 South Blvd.  
Oak Park, IL 60302  
708/386-3393  
[www.oprfvolunteercenter.org](http://www.oprfvolunteercenter.org)

**Accolade Adult Day Services/Catholic Charities of the Archdiocese of Chicago (09)**

112 S. Humphrey  
Oak Park, 60302  
708/445-1300  
Denise Smith

*Accolade Adult Day Services is committed to providing quality care for older adults with physical, psycho-social or cognitive impairments. It provides participants with the assistance and supervision they need during the day so they can continue living at home. The staff works to offer social, recreational and health activities in a group setting.*

Minimum age: 14 or high school

Year round opportunities:

Support Service-Volunteers are needed to serve as aides to staff during activities of the day such as crafts, games, lunch, snacks and outings. Volunteers assist with staff coordinated activities, such as sing-a-longs, hobby demonstrations, arts & crafts projects, etc.

Volunteer opportunities (for one-time events and performances) are also available for school groups, such as chorus, band, or Drama Club, etc.

Students are welcome to volunteer during summer vacation, winter and Spring breaks and on days when Accolade is open and there is no school. Youth may volunteer here to fulfill community service hours.

Student Groups: For entertainment, up to 15 at one time for preplanned activity projects.

**Adler Planetarium and Astronomy Museum (09)**

1300 S. Lake Shore Drive  
Chicago, 60605-2403  
312/542-2411 (direct number for Volunteer Program Manager)  
Apply online at [www.adlerplanetarium.org](http://www.adlerplanetarium.org)  
Maria Christus, Volunteer Program Manager

*The mission of the Adler Planetarium and Astronomy Museum is to inspire exploration and understanding of the universe.*

Summer only opportunities: (minimum age 15)

Summer Camp Assistant to assist with summer camps

Summer Program Demonstrator: Volunteer to provide exhibit interpretation / educational experience for Adler visitors

Teen Volunteer to lead interactive activities for visitors using tours, demonstration, experiments, storytelling, and costumed characters.

Weekends during the school year / winter or spring break opportunities (minimum age 15):  
“Teen Volunteer” (lead educational/interactive activities for visitors)

**The Animal Care League (09)**

1011 Garfield  
Oak Park, 60304  
708/848-8155, fax: (708) 848-0172

[www.animalcareleague.org](http://www.animalcareleague.org)

Jill Lebovitz, Coordinator of Volunteer Services, e-mail is: [animalleague@yahoo.com](mailto:animalleague@yahoo.com)

*The Animal Care League rescues, cares for and finds homes for stray and abandoned animals. It promotes the reduction of pet over-population and provides education programs promoting the humane treatment of animals.*

Application and orientation information:

**Youth under age 16 must be accompanied by a parent. Children under the age of 6 cannot volunteer.**

\*\*See the website [www.animalcareleague.org](http://www.animalcareleague.org) for details of the orientation/application process. Potential volunteers must come to the shelter to fill out application and sign up for orientation date.

Year round opportunities:

Youth volunteers can help with fundraising events and office tasks. Help is also needed walking dogs and socializing cats.

### **Berwyn Public Library (09)**

2701 S. Harlem

Berwyn, 60402

708/795-8000 ext. 3088

[www.berwynlibrary.org](http://www.berwynlibrary.org)

Angelica Soto, Youth Services Library Assistant II

Berwyn Public Library's Youth Services Department looks for eagerness, dependability and a love of books. Due to the number of applicants, we ask that anyone interested in volunteering during the summer fill out an application before May 29<sup>TH</sup>. Orientation is scheduled for Saturday, May 30<sup>th</sup>.

Minimum age: Must have completed 6<sup>th</sup> grade or be 12 yrs. of age.

Summer: Help with the summer reading program.

Year round opportunities:

Assisting in Youth Services Department

Helping at craft and story time

Programming (helping with children's youth programs)

Other clerical and housekeeping activities

### **The British Home (09)**

8700 W. 31<sup>st</sup> St.

Brookfield, IL. 60513

Dennis Sonnenberg, Executive Director

[www.thebritishhome.org](http://www.thebritishhome.org)

Stephanie Donaghey, Life Enrichment Director (direct phone 708-485-5663)

Minimum age: 15

Summer opportunities: tending the gardens, taking residents for walks,

Year round opportunities: During the hours of 10-11AM or 2-4PM(year round) youth volunteers can come during school breaks or vacations to assist staff persons leading programs, help with indoor gardening, calling bingo, arts & crafts projects, reading to residents, manicures, hand massages, taking residents for walks, and holiday parties

Application process including health form, personal interview, and orientation related to specific activities

### **Carole Robertson Center for Learning (08)**

2020 W. Roosevelt Road, Chicago, IL 60608  
2929 W. 19<sup>th</sup> Street  
3701 W. Ogden, Chicago, IL 60623,  
312/243-7300  
Consuela Sanchez, Volunteer Coordinator  
[sanchezc@crcl.net](mailto:sanchezc@crcl.net)

*The Carole Robertson Center is a family resource center on the Westside of Chicago. We offer subsidized childcare, after school programming & adult education.*

Minimum age: 16

Year round opportunities:

Volunteers are needed to serve as classroom aides, tutors or mentors, once a week, for K-6. Vols. can also assist in a child care facility or work one-on-one with a student to help improve literacy & math skills.

### **Catholic Charities – West Suburban Services (09)**

1400 S. Austin Blvd.  
Cicero, IL. 60804  
(708) 222-1491  
[www.catholiccharities.net](http://www.catholiccharities.net)  
Zulma Colon, Volunteer Coordinator (708) 329-4023

*To provide compassionate, competent, professional services to those in need.*

Minimum age: 16 yrs. of age

Year round opportunities:

Food pantry volunteer – fill bags with food, stock shelves, greet and assist clients or organize a food drive  
Clothing room volunteer – greet / register clients, assist w/ selection of clothing, sort / hang donations  
Babysitters – watch the children of clients who come for support group meetings  
MAC – greet / register clients for the supplemental food program for seniors / mothers with young children, \*\* requires heavy lifting  
SMART tutor – tutor grade school children with homework in the after school program, play games, make crafts

### **The Children's Clinic (formerly known as the Oak Park River Forest Infant Welfare Clinic) (08)**

320 Lake Street  
Oak Park, 60302  
708/848-0528  
[www.infantwelfareoakpark.org](http://www.infantwelfareoakpark.org)  
Sandy St. Pierre, ext. 225, e-mail [sstpierre@oakparkinfantwelfare.org](mailto:ssstpierre@oakparkinfantwelfare.org)

*Oak Park-River Forest Infant Welfare Clinic provides for the physical and social well-being of children in our communities.*

Minimum age: 14 (9<sup>th</sup> grade)

Year-round: Special events and Reach Out and Read program – reading to children in the waiting room

### **Circle Theatre (09)**

7300 Madison

Forest Park, IL 60130

708/771-0700

[www.circle-theatre.org](http://www.circle-theatre.org)

John Arndt, Managing Director

*Circle Theatre is an artist-based company whose mission is to produce exciting & innovative theatre accessible to our widely diversified suburban & city audience.*

Minimum age: 14

Year round opportunities:

Building and painting sets and general cleaning on premises

### **Community Support Services (09)**

9021 Ogden Avenue

Brookfield, IL 60513

708/354-4547

[www.communitysupportservices.org](http://www.communitysupportservices.org)

Kathie Schiffman, Special Events / Volunteer Coordinator direct number (708) 688-2180,  
kschiffman@communitysupportservices.org

*Community Support Services, Inc. is a private, not-for-profit service agency that initiates, provides & promotes services for people with developmental disabilities and their families within their communities in order to strengthen their independence, self-esteem, & ability to participate in & contribute to community life.*

Minimum age: 16

Year round opportunities:

Special events - Annual Meeting (fall), Thanksgiving baskets (November), Santa Anonymous (November & December), Spring Benefit and general office assistance

### **Elmhurst Historical Museum (09)**

120 E. Park Ave.

Elmhurst, IL. 60126

(630) 833-1457 (main number)

Crystal Singleton, Education Assistant, direct number (630) 833-7090, crystal.singleton@elmhurst.org

*Preserve, collect, and exhibit information and materials related to the history of Elmhurst.*

Minimum age: teenagers

Summer opportunities: "Summer Fun and Games" (arts and crafts program needs help with set up and assistance with projects), Grand Opening of comic books exhibit (June 28<sup>th</sup>)

Year round opportunities: "Sunday Fun Days" (second Sunday of each month beginning in Sept.). Day-off "drop - ins" (programs on days off from school), Gingerbread Workshop on the Day after Thanksgiving,

### **Elmhurst Memorial Hospital (09)**

200 Berteau  
Elmhurst, IL. 60126  
630/833-1400  
[www.emhc.org](http://www.emhc.org)

Sandy Perryman, Volunteer Coordinator in charge of teen program, ext. 41097#

*To enhance the health of the communities and the customers we serve*

Minimum age: 14

Application and orientation information:

Orientation plans for youth volunteers are still in the works, but an orientation session will be scheduled for fall of 2009. Other parts of the application and/or interview process are still evolving. Youth volunteers will be required to have a 2 – step TB test and must have proof of completed immunizations. Youth vols. are asked to work 2 hours per week to fulfill a commitment of 50 hours at which point they can leave or continue with their volunteering.

Year round volunteer opportunities:

Direct service (medical floors and transitional care for seniors) or indirect service (flower and newspaper delivery, patient transport), and clerical services Also work with Center for Health in Lombard and Elmhurst.

### **Elmwood Care (09)**

7733 W. Grand Ave  
Elmwood Park, IL. 60707  
(708)452-9200  
Kimberly Lewis, Activity Director Ext. 244

*To provide health care for high acute residents needing dialysis, ventilator care, or in an Alzheimer's unit.*

Minimum age: freshman in high school (with parent accompanying youth), cannot volunteer alone until 21 or older

Year round opportunities: activities, arts and crafts, delivering trays, socials, or one-to-one visiting

### **Elmwood Park Public Library (09)**

1 Conti Parkway  
Elmwood Park, IL. 60707  
(708)453-7645  
Jason Stuhlmann, Head of Youth Services, [jstuhlmann@elmwoodparklibrary.org](mailto:jstuhlmann@elmwoodparklibrary.org)

Minimum age: must be entering 7<sup>th</sup> grade, need to apply prior to the end of May

Summer opportunities include: working with summer reading program as a listener

### **ELS Language Centers (09)**

7200 W. Division Street  
River Forest, 60305  
708/488-5010  
[www.els.edu](http://www.els.edu)  
Jennifer Brumfield, International Student Advisor, [jbrumfield@els.edu](mailto:jbrumfield@els.edu)

*“We teach English to the world”.*

Minimum age: 16

Year-round: Conversation Partners: Partner with a student from a different country to help them practice and improve their speaking skills. Benefits might be an opportunity for the youth volunteer to practice a foreign language.

**Forest Park Public Library (09)**

7555 Jackson Boulevard

Forest Park, IL 60130

708/366-7171

[www.forestparkpubliclibrary.org](http://www.forestparkpubliclibrary.org)

Susan Kunkle, Outreach Librarian ext. 113

*The Library strives to provide the best possible library materials and services to meet the informational, Educational, professional, cultural, and recreational needs of our communities diverse population.*

Minimum age: 10

Summer reading program: –

Ages 12 and up, handle check for summer reading program, help with library pod cast, book reviewers, help with program and events

Orientation on May 7<sup>th</sup> at 4PM at the Library

Year-round opportunities:

Always seeking members for teen library board – help plan programs and select materials for teens’ library collection and tasks such as organizational /craft preparation

**Frank Lloyd Wright Preservation Trust (09)**

931 Chicago Avenue

Oak Park, 60302

708/848-1976

[www.GoWright.org](http://www.GoWright.org)

Shannon Greve, Youth and Family Programs Coordinator, e-mail: [sgreve@GoWright.org](mailto:sgreve@GoWright.org)

*The Frank Lloyd Wright Preservation Trust engages the public in educational and aesthetic experiences to foster an appreciation of architecture, design and the legacy of Frank Lloyd Wright.*

Minimum age: 10-17 for Junior Interpreters

Orientation and six week training occurs on as needed basis – call for updates

Year-round opportunities:

Junior Interpreters may give tours to youth and families or assist at major events

**Gottlieb Memorial Hospital (09)**

701 W. North Avenue

Melrose Park, IL 60160

708/681-3200

E-mail: [lucille\\_gorney@ghr.org](mailto:lucille_gorney@ghr.org)

Lucille Gorney, Volunteer Coordinator, Direct phone number: (708) 450-4969

*"Bringing Quality to Life" is Gottlieb Hospital's mission. We plan, market, provide services to promote, preserve and/or restore health.*

Minimum age: 13

Application and training: are sent to interested youth volunteers in May. Youth volunteers are required to attend orientation (held in early June) and have a physical from our Employee Health Dept. Youth volunteers are also required to commit to 40 hours volunteer service during the summer.

Year round opportunities:

Opportunities depend on volunteer's availability and must be discussed with Volunteer Coordinator.

### **Heartland Hospice (09)**

4415 W. Harrison, Ste. 403

Hillside, IL. 60162

708-234-2800

[www.hcrmanorcare.com](http://www.hcrmanorcare.com)

Nancy Stamas, Volunteer Coordinator, 708-234-2807, e-mail: [4704officestaff17@hcr-manorcare.com](mailto:4704officestaff17@hcr-manorcare.com)

Mission: To provide quality hospice care, to patients with a limited life expectancy as well as support to their caregivers. "Heartland Hospice enriching life"

Minimum age: 16 for special projects or clerical tasks; age 18 for patient contact

Year round opportunities:

Special projects (assisting families with memorial projects)  
General office projects and filing

### **Hemingway Foundation and Museum (09)**

200 and 339 N. Oak Park Avenue

Oak Park, 60302

708/848-2222

[www.ehfop.org](http://www.ehfop.org)

Conni Irwin, Volunteer Coordinator and Museum Store Manager 524-5383 and press #

*We foster understanding of the life and work of Ernest Hemingway with emphasis on his Oak Park origins and impact on world literature...*

Minimum age: 14 yrs. of age, youth will be scheduled with an adult for duties

Year-round opportunities:

Tour Guide at the Birthplace Home (339 N. Oak Park Ave.)  
Logistical greeter for tour crowds at the Birthplace Home (339 N. Oak Park Ave.)  
Greeter or Bookshop Clerk at the Museum (200 N. Oak Park),  
Special events help with set-up, clean-up, selling tickets or serving food

### **Hephzibah Children's Association (08)**

946 North Boulevard

Oak Park, 60301-1205

708/649-7100

Web site: [www.HephzibahHome.org](http://www.HephzibahHome.org)

Maureen McGoorty, Director of Volunteer Services: e-mail: [mmcgoorty@HephzibahHome.org](mailto:mmcgoorty@HephzibahHome.org)

*Hephzibah Children's Home enhances the lives of children and families through a continuum of innovative programs.*

Minimum volunteer age: 12

Year-round opportunities:

Big Siblings—our big brothers/ big sisters are high school students ages 14-18; commitment is once a week for a minimum of eight months.

Hephzibah Kid's Club—Youth 12-14 years are the core volunteer team at Hephzibah's day care after-school sites. Help with homework, playing games, etc.

Hephzibah Help-Mates are youth ages 12-18 who are ready and willing to help out where it is needed most such as special events or projects.

**Hines VA Hospital (09)**

5000 S. Fifth Ave.

Hines, IL 60141

708-202-2523

[www.hines.va.gov](http://www.hines.va.gov)

Kim Rusiecki, Voluntary Service Specialist,

*We embrace our veterans' healthcare needs, one veteran at a time.*

Application and orientation requirements: Requirements: mandatory TB tests provided at the Hospital, application along with parental consent must be completed prior to orientation, and 4 hour orientation sessions are scheduled for June 9<sup>th</sup>, June 23<sup>rd</sup>, and June 30<sup>th</sup>. Potential youth volunteers must call to pre-register for one of the orientation dates.

Minimum age: 12

Year-round volunteer opportunities: Office Assistants, Patient Escort, Pharmacy Assistant & Patient Aide, Assistants to patients with spinal cord injuries with menu completion, water, stocking carts, and clerical duties.

**Inspiration Corporation (operating as Inspiration Café) (09)**

4554 N. Broadway, Suite 207      806 E. 64<sup>th</sup> Street

Chicago, IL 60640      Chicago, IL 60637

773/878-0981x231

[www.inspirationcorp.org](http://www.inspirationcorp.org) or [volunteer@inspirationcorp.org](mailto:volunteer@inspirationcorp.org)

Karianna Barr, Volunteer Coordinator, 773/878-0981x231

*Inspiration Café provides supportive services designed to assist men and women exit homelessness with dignity and respect.*

Minimum age: 14

Year-round opportunities:

Cooking and serving meals, making bag lunches, tutoring adults, office assistance, and events help. Interested youth must attend a volunteer orientation. Check website for details.

**Loyola Children's Center at Maybrook Courthouse (08)**

1500 Maybrook Drive, Room #200

Maywood, IL. 60153

708-786-2472

[www.loyolamedicine.org](http://www.loyolamedicine.org)

Tanya Jefferies, Director / Volunteer Coordinator

*We provide a positive learning environment and safe haven for children while their parents or care givers have business in the 4<sup>th</sup> Municipal District Courthouse. Through specialized services we add to the overall well-being of the entire family via health screenings, social work resources, referrals, and child life intervention all aimed at supporting the entire family.*

Minimum age: 16

Year round opportunities:

Assist with arts and crafts projects, provide help with educational computer games, greet parents and present them with health and educational materials, and pass out snacks. Application is open-ended, but a background check is required. Orientation is about 2 days in duration.

**Loyola University Medical Center/Health System (08)**

2160 S. First Avenue

Maywood, IL. 60153

708/216-3794

[www.volunteermatch.org](http://www.volunteermatch.org)

Lynn Ford

*Loyola is dedicated to excellence in patient care, education, and research. It serves some of the region's most critically ill patients. We also treat the human spirit.*

Minimum age: 16 years, unless otherwise noted

**\*\* Volunteer opportunities for youth during the summer of 2009 are completely filled.**

Year-round opportunities:

Gift Shop Associate, Handcraft Volunteers, Pediatric Child Life/School Tutor (minimum age 18), Special Events, Emergency Department Aide (minimum age 18)  
Information Desk/Clerical assistance, patient host; make deliveries to patients, assistance in the Surgical Waiting Room, Patient Bingo, Host/less

Further details available about above opportunities on [www.volunteermatch.org](http://www.volunteermatch.org)

**MacNeal Hospital (09)**

3249 S. Oak Park Ave.

Berwyn, IL. 60402

708-783-3192 (direct)

[www.macneal.com](http://www.macneal.com)

Zee Roebuck, Supervisor of Volunteer Services and Gift Shop

*MacNeal Hospital is committed to outstanding health care. We care for the people we serve with compassion, skill, and innovation. The care we provide to our patients is enhanced by our commitment to our nursing and educational programs. "Caring for Generations"*

Minimum age: 14

Year round opportunities:

Application and health screening (including a TB test) is followed by one-to-one orientation covering all of the safety features necessary. Youth can visit patients;

work in an office setting; assist in the copy service, or provide administrative help in various departments. Time commitment is at least one day per week for four hours.

### **Maywood Public Library (09)**

121 S. 5<sup>th</sup> Ave.  
Maywood, IL. 60153  
708-343-1847  
[www.maywoodlibrary.org](http://www.maywoodlibrary.org)  
Stan Huntington ext. 28

*The mission of the Maywood Public Library is to maintain excellence in providing the best possible materials in regard to educational, technological, and recreational uses for its community.*

Minimum age: 16

Year-round opportunities: to assist with projects as needed, in the bookstore, and in the computer center

### **Museum of Science and Industry (09)**

57<sup>th</sup> Street and Lakeshore Drive  
Chicago, IL. 60637  
773-753-1382  
Domonique Battle, Volunteer Resources Coordinator, [domonique.battle@msichicago.org](mailto:domonique.battle@msichicago.org)

Minimum age: 14

Summer only:

Teen volunteers will be trained to engage guests in science and exhibit content throughout the Museum. Students should be approachable, outgoing with great people skills and possess an interest in speaking with all kinds of guests (especially adults).

#### **Program Requirements**

This program meets the 40 hour requirement for volunteers to follow in a calendar year. Teen volunteers will have the opportunity to select morning or afternoon shifts on either Saturdays or Sundays. CPS high school volunteers are required to complete 40 hours to receive credit for their volunteer contribution. Additional hours and days will be available during the summer.

All teen volunteers must attend a required five hour training and orientation session specifically designed for them. Additional training might be required. Teen volunteers may wear blue jeans, t-shirts, and tennis shoes (comfortable shoes are important because the work requires long periods of standing/ walking). A loaner lab coat is available.

### **National Runaway Switchboard (09)**

3080 N. Lincoln Ave.  
Chicago, IL 60657  
773-289-1726  
[www.1800RUNAWAY.org](http://www.1800RUNAWAY.org)  
Michelle Vos, Volunteer Coordinator

*The National Runaway Switchboard operates a 24 hour hotline for youth and families nationwide. NRS' mission is to keep America's runaway and at-risk youth safe and off the streets.*

Minimum age: 16

Year round opportunities:

Youth volunteers provide crisis intervention, support and resources to youth and families in crisis on NRS' 24 hour hotline. A free 40 hour training program is required of all youth crisis line volunteers. Crisis line volunteers must remain non-judgmental, non-directive and maintain confidentiality at all times in accordance with NRS' policies and philosophy. Youth volunteers are expected to commit to two hours per week for at least one year. Orientations are held 1x each month. Contact Volunteer Coordinator to find out dates for next orientation. Crisis line volunteer work is done on site at the Lincoln Ave. location.

### **Oak Park Conservatory (09)**

615 Garfield Street  
Oak Park, IL 60304  
708-725-2452 (direct number)  
[www.oakparkparks.com](http://www.oakparkparks.com)  
Volunteer Coordinator

*The Oak Park Conservatory is an Urban Horticultural Center, which provides opportunities to those who wish to work with and learn about plants of the world. We have 3 greenhouses devoted to our diverse plant collection, and 3 production houses for growing of herbs, display plants and summer annuals. The Conservatory is also responsible for planting and maintaining the Park District of Oak Park's many flower beds around town, including the digging of tulips in the Spring, the subsequent planting of summer annuals and weeding all summer long.*

Minimum age: high school age

Summer opportunities:

Maintaining (planting and weeding) flower beds in the parks, call for available shift call about other kinds of opportunities

### **Oak Park Health Care Center (09)**

625 N. Harlem Ave.  
Oak Park, IL. 60302  
708/848-5966  
Gus Stavropoulos, Administrator  
Valencia Rollins, Activity Director, ext. 106

*Oak Park Health Care Center is committed to provide quality care for all residents.*

Minimum age: 16

Year-round opportunities:

Friendly visiting 1:1 with residents, assistance with activities, special events, or presentations of musical skills or hobbies to the residents. Application must be filled out and signed by parents. A volunteer orientation is held at the convenience of the volunteer. Potential volunteers must have current TB tests - otherwise the tests can be provided by the facility.

### **Oak Park Public Library | all branches (09)**

834 Lake Street  
Oak Park, IL 60301  
708-383-8200  
[www.oppl.org](http://www.oppl.org)  
Sharon Grimm, Communications Coordinator, (708) 697-6916  
Monica Harris, Young Adult Librarian, [mharris@oppl.org](mailto:mharris@oppl.org) or direct line (708) 452-3456

*Oak Park Public Library seeks to fill the recreational and educational needs of the children and families of Oak Park.*

Minimum age 10-18.

Year-round opportunities:

Teen Advisory Council – teens who want to make the library a better place by participating in library decisions and learning leadership skills.

Summer only:

Youth entering 5<sup>th</sup> or 6<sup>th</sup> grades can volunteer at the Main Library on Tuesday mornings or Thursday afternoons from June 16th through July 30<sup>th</sup>. Pick up an application at the Main Library Children's Services desk or check on the website [www.oppl.org/summervolunteers.htm](http://www.oppl.org/summervolunteers.htm) for more details.

Teens in 7<sup>th</sup> – 12<sup>th</sup> grader can apply to be selected to volunteer in teams for 9 weeks, from June 8<sup>th</sup> - August 7<sup>th</sup>. Applications are due by May 22<sup>nd</sup> and can be picked up at any Oak Park Library location or check the website for further details: [www.oppl.org/summervolunteers.htm](http://www.oppl.org/summervolunteers.htm)

### **Oak Park Regional Housing Center (09)**

1041 South Boulevard  
Oak Park, 60302  
708/848-7150

[www.apartmentsoakpark.org](http://www.apartmentsoakpark.org)

Rob Breymaier, Executive Director, ext. 123

*We help clients expand their housing options. We serve Oak Park and the western suburbs. Our mission is to maintain racial diversity in Oak Park and the surrounding area.*

Minimum age: 16

Year-round opportunities:

Maintenance, clerical, mailings, clean-up (in the office), front desk assistance

### **Oak Park & River Forest Day Nursery (09)**

1139 Randolph  
Oak Park, IL 60302  
708/383-8211

[www.oprfdaynursery.org](http://www.oprfdaynursery.org)

Catherine Hart, Director (e-mail: [oprfdaynursery@yahoo.com](mailto:oprfdaynursery@yahoo.com))

*The Oak Park & River Forest Day Nursery offers “quality, nurturing child care provided by a professional and caring staff in a safe and enriching environment – for families in the community.*

Minimum age: 14

Summer projects:

Classroom aide with 2-5 year olds

Playground aide with 2-5 year olds

Student and other types of groups are welcome and might be doing tasks such as landscaping etc.

Year round opportunities:

Classroom aide with 2-5 yr. olds

**Oak Park River Forest Food Pantry (located in First United Church) (07)**

848 Lake Street

Oak Park, 60302

708-386-1324

[www.oprffoodpantry.org](http://www.oprffoodpantry.org)

Volunteer Coordinator

*Community of Congregations Food Pantry provides food for over 300 families per month at Wednesday and Saturday distribution times.*

Minimum age: 10 with parent

Year-round: Organizing food drives  
Holiday food collections  
Help at the Pantry with shelving and organizing food donations, loading & unloading food, and packing food bags.

**Oak Park and River Forest High School (08)**

201 N. Scoville Avenue

Oak Park, IL 60302

708/434-3099 (direct number)

[www.oprfhs.org](http://www.oprfhs.org)

Katherine Foran, OPRFHS Director of Communications/Volunteer Coordinator

*Oak Park and River Forest High School offers its students many volunteer opportunities within the school itself and linking to the community at large. Several are listed below-*

- **Best Buddies :**  
OPRF's award-winning chapter of this national program promotes positive interactions and friendships between students in the regular school program and students with special needs. Students plan parties, field trips, and special events together, including an annual Best Buddies dance.
- **Dudes Makin' a Difference:**  
The club develops and hosts fundraising events to sponsor the education of impoverished children in Nepal and other developing countries.
- **Empty Bowls Community Dinner:**  
Students organize this effort to promote awareness of world hunger, making bowls, soliciting donations of soup and bread from local merchants, and planning and staffing an annual community dinner at the high school to benefit local and global and homeless programs.
- **Huskie Athletic Council:**  
All varsity athletes are encouraged to join this council that takes an active role in organizing and running community service projects such as OPRF's participation in the American Cancer Society's Relay for life.
- **J. Kyle Braid Foundation:**  
OPRFHS is among a select group of high schools participating in this national leadership development opportunity. Sophomore student athletes are nominated to apply and winners attend a leadership retreat at the Foundation's ranch in Colorado. In exchange, these students

develop leadership and volunteer and mentoring programs in the school and community, particularly targeting middle school students and peers.

- **Snowball Leadership:**

This annual program develops critical themes and leadership for the annual Snowball Retreat that draws students from OPRFHS, Trinity, and Fenwick to discuss issues important to teens.

- **Students for Peace and Justice:**

In addition to its annual AIDS Quilt Event to support local HIV/AIDS education and prevention efforts, this group tackles local and global social justice issues.

- **Tau Gamma:**

Members of Tau Gamma, the school's largest service organization, donate extensive hours and Services and raise more than \$20,000 annually, benefiting a variety of local and national philanthropic groups such as the Make-A-Wish Foundation, St. Jude's Children's Hospital, Misericordia, and Sarah's Inn. The members also host and plan the school's annual "King of Hearts" Dance which benefits the Make-A-Wish Foundation.

There are many other clubs and activities, such as Cum Laude, Student Council, and the Class councils, as well as individual classes, also actively engage in volunteer efforts during the school year. Recent examples include fundraising rallies for Darfur Relief and Red Cross measles prevention initiatives; a fashion show to raise funds for supplies at an Austin area elementary school; winter coat drives, and collecting school supplies to deliver during a Spring Break trip to India. Although the high school does not require a service credit, service and social action are considered an essential part of cultivating "those things that are best" as a student at OPRFHS.

## ***Oak Park – River Forest Infant Welfare Clinic – please see The Children's Clinic***

### ***Park District of Oak Park (09)***

218 Madison

Oak Park 60302

708/725-2100

[www.oakparkparks.com](http://www.oakparkparks.com)

Bobbie Nance, Recreation Manager

*The Park District is dedicated to the continued development of positive morals, values, self-esteem and well being of all Park District participants.*

Year-round opportunities:

Coaching football, soccer, floor hockey & basketball (16)

Seasonal opportunities:

Assistant coaches – minimum age 15

Program Instructors – minimum age 16

Assistant Instructors – minimum age 14

Special events: Day In Our Village/Summer (14)

Wright Run/Fall – minimum age 16

Easter Egg Hunt/Spring – minimum age 14

The Ice Show / Spring – minimum age 16

### **Parenthesis (09)**

405 S. Euclid  
Oak Park, IL. 60302  
708-848-2227  
[www.parenthesis-info.org](http://www.parenthesis-info.org)

Contact person: Kathy Kern, Executive Director

*Parenthesis is a non-profit agency which provides parenting education and support to families in Oak Park, River Forest, Forest Park, and surrounding communities.*

Minimum age: 15

Year round opportunities:

Youth volunteers can assist with special events, consignment sales, and childcare for the two evening groups. Help is also needed during the summer with office tasks.

### **PCC Community Wellness Center (09)**

14 W. Lake Street  
Oak Park, 60302  
708/524-7677  
Celine Woznica. Americorps Program Manager, ext.7685

*It is the philosophy of PCC to provide quality healthcare to all our patients, with emphasis on the community. We have a special commitment to provide health care services to those individuals who might otherwise be excluded from the health care delivery system due to financial, economic, and/or social barriers.*

Minimum age: 12 yrs.

Year round opportunities:

Youth volunteers can participate in the Reach Out and Read which improves literacy and provides an opportunity for volunteers to read to children while they wait for clinic appointments. The Clinic provides training and selection of children's books.

### **River Forest Public Library (09)**

735 Lathrop Avenue  
River Forest, 60305  
708/366-5205  
[www.riverforestlibrary.org](http://www.riverforestlibrary.org)

Contact: Margaret

*The mission of the River Forest Library Staff and Board of Trustees is to develop a wide range of high-quality library services.*

Minimum age: must be entering 8<sup>th</sup> grade

Summer: Youth (must be entering 8<sup>th</sup> grade) can assist in preparing materials for the summer reading program. Youth can help with registering and working weekly with participants in the reading program.

Year-round: (6<sup>th</sup> grade and up) Teen Advisory & Tutoring Board to help with book selection and /or limited work with service in the library

### **River Forest Park District (09)**

401 Thatcher Avenue  
River Forest, IL 60305  
708/366-6660  
[www.rfparks.com](http://www.rfparks.com)  
Karen Scherrer, ext. 105

*The River Forest Park District was created to acquire, develop & preserve recreational open space & park facilities. The District cooperates with other governments, agencies, community-based organizations, & local private institutions to develop & maintain sports programs, recreational activities, leisure services, & park facilities to benefit all residents of the village.*

Minimum age: 15 or as noted

Special events: Breakfast with Easter Bunny / Easter Egg Hunt  
Des Plaines River Cleanup, April (no minimum age)  
Party in the Park, June 25th  
Clear Sky festival, Sept., (min. age 15) family oriented festival targeting 5<sup>th</sup>-8<sup>th</sup> grades.  
Polar Express, Dec. (15) train ride from RF to/from Geneva with families. (Santa Claus makes an appearance & volunteers pass out goodies)

Fall/Winter: Basketball season (ages 16 and up) mid January-March., volunteers to serve as coaches or assistant coaches for a youth basketball teams

### **Ronald McDonald House near Loyola University Medical Center (09)**

Tripp Avenue at Air Mail Road. P.O. Box 7002  
Hines, IL. 60141-7002  
708/327-2273  
[www.rmhcni.org](http://www.rmhcni.org) or-email [svadovicky@rmhcni.org](mailto:svadovicky@rmhcni.org)  
Sue Vadovicky, Assistant House Manager/ coordinates youth volunteers

*The Ronald McDonald House near Loyola provides a temporary "home away from home" to families of seriously ill or injured children needing medical care at The Ronald McDonald Children's Hospital at Loyola Medical Center, Shriners Hospital for Children, Rush Children's Hospital & other healthcare facilities.*

Minimum age: 16 years

Year-round opportunities:

Perform light housekeeping tasks, i.e., emptying garbage, vacuuming, counter cleaning, dusting, disinfecting, helping with pop tab program, meal preparation either at home or onsite, baking cookies or cupcakes etc.

### **Rush University Medical Center (09)**

1653 W. Congress Parkway (main entrance at 1650 W. Harrison)  
Chicago, IL 60612  
312/942-5574 (main volunteer services office)  
[www.rush.edu](http://www.rush.edu)  
Terry Maynard (Director of Hospital Guest Relations) [terencemaynard@rush.edu](mailto:terencemaynard@rush.edu), direct phone # 312-563-3653  
Leslie Dwyer, Volunteer Coordinator at 312-942-7014

*Rush University Medical Center is a major national and international referral center committed to providing excellence in specialized patient care. The Rush mission extends to educating health care professionals and conducting research into the causes, treatment and prevention of disease.*

Minimum age: 14 (entering or attending high school)

Youth Volunteers: Provide patient services such as escort, wheelchair transport, delivery of gift shop items, flowers, & crafts while having an opportunity to interact with professionals & become familiar with the Medical Center. Orientations held at least one time monthly on a Tuesday from 4-6PM (call for exact date). Applications will be available at the time of orientation. Two step TB test is required and will be paid for by the hospital. Commitment is 40 hours at which time youth may leave the program or choose to continue. Scheduling is flexible.

Scholarships may available for outstanding high school senior volunteers to help with college costs.

### **The Salvation Army (09)**

5040 N. Pulaski (metropolitan headquarters)

Chicago, IL 60630

773-725-1100 (main office)

[metvolunteer@usc.salvationarmy.org](mailto:metvolunteer@usc.salvationarmy.org)

Megan Andrews (Manager of Volunteer Resources) direct number (773) 205-3531

*The Salvation Army is an international, Evangelical Christian Church dedicated to providing individuals worldwide with spiritual, physical, social, and emotional support.*

Minimum age: age 16 or younger if accompanied by an adult

Summer Opportunities: **Contact the Manager of Volunteer Resources as listed above**

Site on the Westside (20 S. Campbell, Chicago, IL. 60612)

Providing assistance with the food pantry, and helping with the after school program

Site called the Oakbrook Terrace Site (1 S. 415 Summit, Villa Park, IL 60101)

Providing assistance with the food pantry, performing yard work, helping with the community garden, and helping with the day camp

### **Sarah's Inn (09)**

101 Madison St. Suite #300, Oak Park, IL. 60302

5846 W. Madison, Chicago, Illinois 60644

708/386-3305 for both locations

[www.sarahsinn.org](http://www.sarahsinn.org)

Colleen Sutkus, Community Outreach and Education Manager, direct number (708) 406-3026

*Sarah's Inn is a comprehensive domestic violence agency which aids battered women and their children. The mission of the agency is to stand with women and their families to ensure freedom from domestic violence in every community.*

Minimum age: age 14 (entering or in high school)

Year-round opportunities:

Childcare for toddlers (Sat mornings and weekday evenings) requires completion of 6 hour training

Project DATE (Dating Abuse Teen Education - a peer education program for high school aged youth) - Application should be made to coincide with the academic year. Volunteers must complete 15 hour training on dating violence in order to conduct community outreach & education.

The purpose of the program is to create healthy relationships and reduce dating violence among teens.

**Save the Prairie Society (09)**

10327 Elizabeth Street  
Westchester, IL. 60154  
708/865-8736

[www.savetheprairiesociety.org](http://www.savetheprairiesociety.org)

Valerie Spale, Director / contact person

*To acquire natural areas & wildlife habitat, preserve, protect, and restore native ecosystems and conduct conservation education programs.*

Minimum age: 16 or 12 and up for groups

Year round opportunities:

Depending on the weather, assistance is needed with prairie restoration activities, Prairie House restoration, garden maintenance, and seed collecting.

**John G. Shedd Aquarium (09)**

1200 S. Lake Shore Drive  
Chicago, 60605  
312/692-3309 ext.3384

[www.sheddaquarium.org](http://www.sheddaquarium.org)

Betty Goldberg or Todd Maskel, Volunteer Services Coordinators

*Shedd Aquarium promotes the enjoyment, appreciation and effective conservation of aquatic life and its environments through education, research and public display.*

Minimum age: 16 to volunteer without parents for special events and greeting, ages 12-15 can volunteer with an adult or guardian

Year round: opportunities:

Special Event volunteers sign up a minimum of 8 times/year (twice per quarter) to help with events. Volunteer commitment is for 1 year. Orientation and training provided.

**Seguin Services (07)**

3100 South Central  
Cicero, IL 60804  
708/863-3803

[www.seguin.org/jlerch@seguin.org](http://www.seguin.org/jlerch@seguin.org)

Julie Lerch, ext. 4253 Director of Community Relations and Special Events, [e-mail jlerch@seguin.org](mailto:jlerch@seguin.org)

*Seguin Services is devoted to enriching the lives of people with disabilities. Seguin creates job opportunities and housing options that lead to independence for adults with disabilities. In addition, Seguin operates one of Illinois' leading specialized foster care programs that places children who have disabilities and serious medical conditions with caring foster parents or in permanent homes.*

Minimum age: 14 - for outdoor make-over projects (landscaping & planting)

Seasonal: Special events or group projects that involve outdoor work

### **Shriners Hospitals for Children – Chicago (09)**

2211 N. Oak Park Avenue  
Chicago, 60707-3392  
773/622-5400 for volunteer coordinator contact  
Irene Jenks, Volunteer Coordinator

[www.shrinershospital.org](http://www.shrinershospital.org)

*It is the mission of Shriners Hospitals for Children to provide the highest quality care to children with neuromusculoskeletal conditions, burn injuries & certain other special health care needs within a compassionate, family-centered & collaborative care environment. Provide for the education of physicians & other health care professionals. Conduct research to discover new knowledge that improves the quality of care & life of children & families. This mission is carried out without cost to the patient, and without regard to race, color, creed, sex or sect.*

Minimum age: 16 (limited clerical opportunities for ages 14/15)

Year-round opportunities:

Clerical, dietary, recreational therapy, gardening, musical presentations

Student groups: Groups must contact the Volunteer Coordinator prior to project. Small groups of young people planning parties, crafts for patients are welcome. No testing/training is required for these 1-time events.

### **Thatcher Woods Savanna Restoration Project (07)**

1004 N. Oak Park Avenue  
Oak Park, IL 60302  
708/848-7175  
[www.oprf.com/thatcher](http://www.oprf.com/thatcher)  
Jean Guarino

*To restore and preserve the high quality landscapes of Thatcher Woods River Corridor from Madison St to North Avenue, including public education to encourage proper use of natural areas.*

Minimum age: 10

Year-round: Learning about the indigenous plants and historical landscape, and habitat conservation.  
Removal of exotic and invasive species and brush clearing.  
Keeping the nature paths clean.  
Seed distribution of nature species from one area to another in the Thatcher Woods home.  
Special events: Earth Day help needed.

### **Unity Temple Restoration Foundation (Frank Lloyd Wright) (09)**

875 Lake Street  
Oak Park, IL 60301  
708/383-8873  
[www.utrf.org](http://www.utrf.org)  
Emily Roth, Executive Director  
Krista Grensavitch, Tourism Manager

*Unity Temple Restoration Foundation's primary goal is to completely restore this last surviving public building from Frank Lloyd Wright's Prairie period. FLW-UTRF manages a tour program for over 30,000 visitors each year, hosts a public concert series, offers lectures and encourages research.*

Minimum age: 14

Year round Opportunities:

- Greet and orient visitors, many of whom are international tourists.
- Assist with merchandise sales
- Inventory & restocking of merchandise
- Light office work, e.g., answering phones, filing, stuffing envelopes

**Village Players Performing Arts Center (09)**

1006 Madison Street  
Oak Park, IL 60302  
708/524-1892 #  
Conni Irwin, Office Assistant (M, T, TH, F 9-12)

*We're a nonprofit organization founded in 1959 and we promote the arts through theatrical productions & educational programs that encourage cultural understanding & embrace diversity.*

Minimum age: 16

Summer camp program opportunities: provide assistance to teachers in various activities

Year-round opportunities:

- Provide assistance with set building, props design, ushering, light and sound board operation, office tasks, and distributing posters in the immediate area.

**Vital Bridges (09)**

350 W. Harrison  
Oak Park, IL 60304  
708/445-9297 (Oak Park phone number)  
(773) 665-1000 (main agency number)  
[www.vitalbridges.org](http://www.vitalbridges.org)  
Karen Roark, Development Manager

*Vital Bridges serves people affected by HIV and AIDS throughout metropolitan Chicago by providing prevention, case management, food, nutrition, housing and related services.*

Minimum age: 15 with parental consent

- Year round:
- Grocery workers on the Westside of Chicago and in Oak Park to stock shelves/pack grocery orders/sort donations (Oak Park and Westside)
  - Act as a customer-friendly Volunteer Receptionist in Oak Park and at the Westside site to answer phone, greet guests, and perform other light administrative tasks
  - Participating and / or organizing food drives to benefit the clients served
  - Volunteer applications can be submitted on line after checking the website information

**Westlake Hospital, Resurrection Healthcare (08)**

1225 W. Lake St.  
Melrose Park, IL. 60160  
(708) 681-3000  
[www.reshealth.org](http://www.reshealth.org)  
Anna Espinosa, Director of Volunteers (e-mail: [aespinosa@reshealthcare.org](mailto:aespinosa@reshealthcare.org))

*Faithful to the spirit of our Sponsors, Resurrection Health Care exists to witness God's sustaining love through compassionate, family-centered care. Motivated by a reverence for life and respect for those we*

*serve, we are committed to improving the health and well-being of our community. We promote a climate that empowers all of us to effectively steward our human and financial resources.*

Minimum age: 14

Year round opportunities:

Help as a patient greeter, escort, or transporter

Provide assistance on some of the units

The application process includes a health screening provided by the hospital, one hour orientation, parental signature, and commitment of a minimum of 50 hours of service in a 6 month period.

### **West Suburban Medical Center (Resurrection Health Care) (09)**

3 Erie Court

Oak Park, 60302

708/763-6548 (direct number)

[www.westsub.com](http://www.westsub.com)

Winnie Bixby, Manager of Volunteer Services & the Gift Shop

*Motivated by a reverence for life and respect for those we serve, we are committed to improving the health and well-being of the community.*

Minimum age: 16

Year Round opportunities:

Gift Shop

Same Day Surgery Unit

Transport assistance

Clerical Assistance

Rehabilitation Unit

Greeter at Breast Center or Cancer Center in River Forest

Emergency Department

Youth volunteers are required to fill out an application form; have signed parental consent, and have 2 part TB screening. Commitment requested is for 6 months / minimum 1x weekly.

### **West Suburban P.A.D.S. (09)**

P.O. Box 797

Oak Park, 60303

708/338-1724

[www.westsuburbanpads.org](http://www.westsuburbanpads.org)

Heather Winqvist, ext. 228

*P.A.D.S. provides shelter and supportive services to homeless individuals in and around the Oak Park community. The Emergency Shelter Program operates from mid-September through mid-May in collaboration with congregations in Oak Park, Forest Park, Maywood, Franklin Park, Elmwood Park, and Berwyn. Volunteers assist in staffing the sites and preparing the meals.*

Minimum age: age 7 with a parent; between ages 14-17 to volunteer by themselves (a parent must sign a permission sheet)

Mid-September -Mid-May opportunities:

Helping with regular shelter activities

Special events help

Preparing dinners or lunches for 40 – 48 people

Collecting toiletry items (e.g. lotion, razors, soap, etc.)  
Paper goods drives (napkins, paper towels, etc.)  
School supplies drives (August)  
Towel drives  
Providing entertainment or group activity at shelter sites  
(performing a short play, visual or musical presentations)  
Organization of supplies in the storage room at the Support Center

Summer opportunities: Help with shelter site clean-up at regular sites  
Organize any of the above drives  
Purchase/organization of lunch or breakfast supplies for the summer shelter program

### **West Suburban Special Recreation Association (09)**

2915 Maple Street  
Franklin Park, 60131  
847/455-2100

[www.wssra.net](http://www.wssra.net)

Matt Barber, Volunteer Coordinator

*WSSRA is a non-profit agency that provides year-round recreational opportunities for children and adults with disabilities. Recreational programs such as social clubs, swimming lessons, sports, playground fun, arts and crafts, and Special Olympics are offered seasonally within the 11 park districts and villages serviced by WSSRA including Oak Park and River Forest.*

Minimum age: 12 (with parental permission)

Year-round opportunities:

Special events such as breakfasts, parades etc.  
Seasonal programs such as swimming lessons, playground fun, arts / crafts, after school sports, Special Olympics

Summer only: Day camps (Oak Park, Forest Park, Berwyn, & Cicero)

Student groups: Special events and seasonal programs

### **Wonder Works (a children's museum in Oak Park) (09)**

6445 W. North Avenue  
Oak Park, IL 60302  
708-383-4815

[www.wonder-works.org](http://www.wonder-works.org)

Liz Bunkers, Volunteer Coordinator

Come to Wonder Works and milk a cow, paint a picture, or act on stage! Wonder Works is a hands-on interactive museum focusing on children ages birth to ten. Five incredible exhibits, an arts room, and a party room give children room to play as they learn!

“Join us to”

- see the full stage in Lights, Camera, Action!
- Paint a picture in North Avenue Arts
- Build a tower or two in Build It!
- Pick apples and milk a cow in Farm to Market
- Search for bugs in the Great Outdoors

Minimum age: 16 or 13 and up with parent present in building

Year round opportunities: Assisting with birthday parties, art room activities, special events, general museum activities

Needs: Playing with the children, reading stories, special needs in the art room assisting children to paint and draw, or just helping put the toys back in place!

Volunteers learn about working with children, how to communicate, and how to plan for children's activities.

***The Woodbine Skilled Care Facility (09)***

6909 W. North Avenue

Oak Park, 60302

708/386-1112

Administrator: Niquitta Bailey

[www.woodbineresidence.com](http://www.woodbineresidence.com)

Gloria Graham, Activities Director Ext. 23

*The Woodbine provides skilled care services to the aging and elderly.*

Minimum age: 14 or freshman in high school

Year-round opportunities:

Volunteers can help with day-to-day programming, special events, party preparations, and 1:1 visiting with the residents. Youth are welcome to make presentations of musical skills or hobbies for the residents.

Student groups (schools, scouts, churches, etc.) are welcome to bring intergenerational programs to the home.

***West Cook YMCA (09)***

255 S. Marion St.

Oak Park, IL. 60302

708-434-0217

Scott Gaalaas, President / CEO

[www.westcookymca.org](http://www.westcookymca.org)

Kathleen Sheehan, Development Assistant, 434-0204

“Building strong kids, strong families, strong communities”

Minimum age: 13 with parental consent

Year round opportunities: Providing assistance at the front welcome desk

Seasonal opportunities: YBL (Youth Basketball League), Summer Day Camp, special events / activities

***Youth Crossroads, Inc. (09)***

6412 W. 27<sup>th</sup> St., Berwyn, IL 60402

708/484-7400

[www.youthcrossroads.org](http://www.youthcrossroads.org)

Maria Perez Watson, Youth Leadership Coordinator

*Youth Crossroads, Inc. provides caring and professional services to young people and their families in overcoming challenges and resolving conflicts in school, at home or in the community.*

Minimum age: 10-17 (according to the program), see website listing

Year round opportunities:

Administrative/office projects (12 years old)  
Youth Leadership Program (8<sup>th</sup> grade and up) – includes community service opportunities or special events,  
Connections Program (Monday and Wednesday after school programs of tutoring and recreational activities) for 6<sup>th</sup> and 7<sup>th</sup> graders at Freedom Middle School in Berwyn only during the school year

\*\*\*\*\*

### **\*\*\*WINTER-HOLIDAY OPPORTUNITIES**

The Volunteer Center prepares a special yearly listing of opportunities for the holidays. There are opportunities listed which would be appropriate for youth, family and individual volunteers. Call the Volunteer Center at 708-386-3393 in mid-November for information about these special opportunities.

### **INTERNET SITES FOR YOUTH VOLUNTEERS**

Check out the following sites to find out other ways to get involved:

[www.oprfvolunteercenter.org](http://www.oprfvolunteercenter.org) (The Volunteer Center in Oak Park)  
[www.dosomething.org](http://www.dosomething.org)  
[www.studentserviceadventures.com](http://www.studentserviceadventures.com)  
[www.beyondlimits.org](http://www.beyondlimits.org)  
[www.idealists.org](http://www.idealists.org)  
[www.kidskorp.org](http://www.kidskorp.org)  
[www.kidscare.org](http://www.kidscare.org)  
[www.servenet.org](http://www.servenet.org)  
[www.americaspromise.org](http://www.americaspromise.org)

**Check out the web for other sites using the search words “youth and volunteering”**

### **Steps to Volunteering**

1. Call the listed contact person to see if an opportunity fits your schedule and interests. Mention that you saw the organization’s listing in the Youth Opportunities booklet.
2. Visit the site, receive an orientation, find out who will be your supervisor and clarify expectations about your volunteering
3. Ask questions, and tell your supervisor about any concerns you have as well as the things you feel good about.
4. Notice what you are learning and talk about it with everyone, except for confidential information.
5. Take responsibility for your safety and well being. Do not agree to requests you consider risky or inappropriate. Ask for help when you need it.
6. Take your commitment seriously, because your volunteer time is valuable. Call the site ahead of time if you must be late or absent.

7. Invite your friends to volunteer. Multiply the difference you make.
8. Please give us your comments for next year's Directory of Youth Volunteer Opportunities.
9. Do not be discouraged if you need to explore several volunteer opportunities at different agencies before you find the right one for you.

#### **The Volunteer Has the Right to:**

- A job that is worthwhile and challenging
- Be trusted with necessary confidential information
- Be kept informed on what is happening in the agency
- Expect his/her tasks have been planned for
- An assignment that will promote learning and growth
- Orientation and training
- Receive advice and support from a designated supervisor
- Appropriate recognition even on a day-to-day basis
- Out of pocket reimbursements, whenever appropriate
- Be treated as a non-paid staff member

#### **The Agency Has the Right to:**

- Decline or dismiss any volunteer unsuitable
- Expect volunteers to complete assignment accepted
- Give instructions as to how the work is to be done
- Give the volunteer a trial or probationary period
- Evaluate the volunteer's performance
- Demand quality performance
- Report problems and progress to volunteer coordinator
- Schedule volunteers when work space is available
- Their own opinion on merit of volunteer performance
- Be respected and trusted as a colleague

#### **What Can Volunteering Do For You?**

As a volunteer you will:

- Gain satisfaction from knowing you truly can make a difference
- Acquire real job skills and experience in a workplace
- Satisfy school service hour requirements
- Have an opportunity to explore career options
- Develop leadership skills
- Gain recognition and respect
- Meet others and work with many types and ages of people
- HAVE FUN!!!

#### **How Can Your Volunteer Experience Help You?**

As an experienced volunteer, you will be able to:

- List your volunteer experience on job applications
- List your volunteer experience on college or scholarship applications
- List your volunteer experience on future volunteer applications

- Use your volunteer know-how to start a new volunteer effort in your neighborhood, church, school or club
- Use your volunteer know-how to gain self-confidence and leadership skills

### **How Can You Make the Best of Your Volunteer Service?**

- Be responsible about showing up ready to work on the days and times you agreed to volunteer.
- Dress appropriately for the volunteer assignment you've agreed to do. If you are unsure of the dress code, ask your volunteer coordinator.
- Act professionally and you will be treated as a professional.
- Give respect to everyone and you will be treated with respect.
- Listen closely to instructions.
- Do the job to the best of your ability and ask for directions if you are not sure you are doing things correctly.
- If you are sick or cannot volunteer when you were scheduled, call and report your absence as soon as possible so the volunteer coordinator can find another volunteer to fill in.
- If your service hours are required, be sure to write down your hours of service and have the record signed by your supervisor or volunteer coordinator.
- Don't be afraid to ask questions so you have a better understanding of how to improve your volunteer work.
- Obey all of the rules given to you by the volunteer coordinator during your orientation or training—if you cannot remember everything, call and ask again or ask for the rules in writing.
- Stay in your assigned volunteer area while on duty unless a supervisor asks you to leave on an errand.