

WAKE COUNTY HUMAN SERVICES

VOLUNTEER OPPORTUNITIES

SEASONAL PROJECT:

Title: Warmth for Wake Volunteer Team Leaders (3 people needed)
Non-leadership positions are also available

Duties: On site supervision of groups of 10-12 volunteers to cut, split and deliver donated firewood to low-income households. Instruct volunteers on work safety and safe use of power tools.

Qualifications/Skills: Ability to read maps and written directions. Basic knowledge of small engines. Ability to use power tools (including chainsaws and log splitters) safely. Physical ability to perform the tasks described above.

Work Schedule/Location: work every other Sat during Nov- Mar from 8am until 2pm at the City of Raleigh Yard Waste Center or our N Raleigh location on Baileywick Rd.

Special Requirements: A pickup truck or utility trailer is helpful, but not required. General knowledge of the Wake County geography is also helpful.

If interested in this opportunity, please contact: Denise Kissel at denise.kissel@wakegov.com or 212-7083.

SCROLL DOWN FOR OTHER OPPORTUNITIES

ADMINISTRATIVE:

No needs at this time.

CHILDREN'S SERVICES:

Title: Child Care Attendant, Club Choice Initiative

Duties: Work directly with children in providing learning activities.

Qualifications/Skills: Experience working with children from 4-10 years of age. Background in the early childhood field.

Work Schedule/Location: Designated Saturdays from 9:45-1:15 at 10 Sunnybrook (located next to Wake Medical Center)

Help needed on the following dates:

March 5

March 19

April 2

April 30

May 7

May 21

June 4

June 18

July 9

July 23

August 6

August 20

Special Requirements: A criminal background check will be completed. Bilingual preferred.

Title: Early Literacy Promotion Activity Facilitator/ School and Family Success Initiative

Duties: Facilitate group sessions and offer educational workshops on topics relating to child development, early literacy, family literacy, school readiness, parenting, home and school connection, and community resources. Will also work directly with young children in group sessions.

Qualifications/Skills: Experience working with young children from 3-5 years of age. Background in the early childhood field. Facilitation skills.

Work Schedule/Location: Program begins November 1, 2010 and will last for 16 weeks.

Monday evenings at Poe Elementary School and Creech Elementary School and Tuesday evenings at East Millbrook Middle School. Hours are from 5:00-7:30 at all locations.

Special Requirements: A criminal background check will be completed. Bilingual preferred.

NOTE: If interested, please specify the location you prefer on your application.

Title: Child Care Assistant/ Family Support Services/Northern Regional Center

Duties: Provide direct child care assistance for children while their caregivers receive services.

Qualifications/Skills: Ability to work with children birth through 12.

Work Schedule/Location: Second Thursday of each month from 6:15-8:15. Northern Regional Center, 350 E. Holding Street, Wake Forest. A three-month commitment is desired.

Special Requirements: A criminal background check will be completed.

Title: Therapeutic Assistant/Kinship-In-Action

Duties: Work with one of three age ranges (2-4, 5-11, or 12-18.) Host group discussions, introduce speakers, model behavior/mentor, problem solve, administer evaluations, and provide input for service implementation.

Qualifications: Must be at least 19 years of age. Must attend a 45- minute orientation/training session prior to first meeting.

Work Schedule/Location: First Tuesday of each month from 6:30-7:30p.m. Crosby-Garfield Building, 568 E. Lenoir Street, Raleigh.

Special Requirements: A criminal background check will be completed.

PUBLIC HEALTH:

Title: Community Assistant, Comprehensive Anti-Gang Initiative

Duties: Works directly with contract agents and gang-impacted people; creates forms such as invitations and flyers; assists in planning forums and workshops; assists in report writing; collects on-going data for reports; problem-solving with contractors

Qualifications: Ability to work with gang members and families in need of help; Microsoft Office programs (Word, Excel, and PowerPoint); creative

problem-solving skills; prior community outreach experience and office experiences would be an asset.

Work Schedule/ Location: Would prefer 8 hours per week, between 10:00 a.m. and 4:00 p.m. Will work with staff at churches and community centers in the 27601 and 27610 zip code areas **Special Requirements:** Bilingual preferred.

Title: Coalition Member, Project Assist (Stop Smoking Intervention Study)

Duties: Be an active member of the coalition and serve on one of four subcommittees (media/advocacy; capacity building/partnership; cessation resources; or special projects.) Participate in ASSIST Annual Action Plan activities. Examples of work might include promoting smoke-free dining; provide education on the harmful effects of smoking; or promoting the NC Quit Line to the public.

Qualifications/Skills: Excellent oral and written communication skills. Media, advocacy, and policy-making and bilingual (a plus).

Work Schedule/Location: Flexible.

Special Requirements: A one-year membership commitment.

Title: Vaccination Nurse (Clinic F)

Duties: Administer H1N1 flu vaccinations and, as time permits, other injections such as Depo-Provera. Review vaccination needs of clients, update immunizations as needed, and record in chart.

Qualifications/Skills: Active LPN, RN, or BSN license in NC. Experience or willingness to be trained in immunizations.

Work Schedule/Location: Monday-Friday, 9:30-6:00, Teen clinic, Monday, 3:00-7:00. Public Health Center, 10 Sunnybrook (off New Bern Avenue, adjacent to Wake Medical Center.)

