

Service-Learning and Volunteer Opportunities

through the

Office of Civic Engagement and Service Learning

On-campus and Within Walking Distance Service Opportunities

The Collaborative Institute for Inter-Professional Educational Practice
1200 Murchison Road

Project #484: HRSA Grant Project  

- Project info: To provide holistic biopsychosocial services to military families through counseling, supportive groups, relaxation exercises, complementary and alternative medicine, health education, and coordination of referrals. It offers clinical training for graduate and undergraduate students majoring in nursing, social work, and psychology.
- Volunteers will: Assist in a variety ways to include clerical assistance such as organizing medical records; completing assessments on new and returning clients and patient triaging; prepping and sanitizing therapy rooms; and assisting in the family room utilized for childcare.
- Days and Times: Tuesdays 11:00am to 7:00pm and Wednesdays 12:00pm to 8:00pm. Student may sign up for shifts based on their availability.

FCPR Smith Center
1520 Slater Avenue











Project # 736: STEM After School Program 

- Project Info: The STEM After School Program is a 5-week coding program for children in grades 3rd through 5th ages 8 through 11. The program allows participants to experience coding in a relaxed and fun way.
- Days and Times: TBD – typically 1 hour one to two days a week.
- Requirements:
 - Completion of Volunteer application
 - Completion of background check

FSU College Access Programs
Helen T. Chick Bldg, FSU

Project #771: Federal Outreach and Student Service Programs   

- Students can assist in a number of areas as listed below.
 - General Office Assistance – Answering phones, filing, copying, faxing shredding. Must have a positive attitude, readiness to serve and ability to stay on track.
 - Organizational Assistance – Helping organize materials, closets. Etc. Must have a positive attitude tidiness and patience.

 – On-Campus	 – Placement Interview Not Required
 – Within Walking Distance	 – Volunteer Application Required
 – Transportation Needed	 – Background Check
 – Long Distance	 – One Day/Short Term
 – Group Project	 – Long-Term Service Commitment

- Event Assistance – Assist in preparation for an event and contributing support during the event. This may require travel off-campus and transportation is not provided. Must be kind and helpful while remaining on tasks. Events may require a dress code.
- Small Art Projects – Bulletin boards, stencils, cutting out letters. Must be creative and patient.
- Project Coordination Assistance – Prepare materials for meeting or project, pricing materials for the project, etc. Must be creative, open to constructive criticism, persistent with a positive attitude.
- Creative Thinking Assistance – Come up with workshop ideas for middle schoolers or creating program flyers. Must be open to constructive criticism and patient.
- Dates and Times: Flexible

FSU Early Childhood Learning Center

Project #519: Enhancing skills of children 0-5 through creative activities FSU

- Project Info: Each day is a new and different day at the Early Childhood Learning Center. Each Lead Teacher prepares weekly lesson plans, therefore plans will be implemented daily. But as with any plan, flexibility is vital; therefore any project will include social, emotional and cognitive skills. Creative activities, creative play and all skills that enhance a child's learning are vital projects to a child's success. Students will also be expected to share and implement with teachers' approval, their creative ideas. Learning and safety are ECLC's top priorities for children.
- Days and Times: ECLC is open 7:30am to 5:30pm Monday - Friday. Service hours may be scheduled based on students' availability.

Mason Unlimited, Inc.





1520 Slater Avenue

Project 641: Mason Unlimited Afterschool Program 

- Project info: Social sciences majors will conduct activities that will build self-esteem and character. The activities conducted will allow the participants to interact with one another in groups. Education majors can provide lesson plans that will help increase student knowledge in reading, math, and comprehension. Physical education majors can put together simple activities of routines that would increase participant's physical health.
- Days and Times: Monday-Friday 2:00pm to 5:30pm
- Requirements:
 - Background check
 - Must be able to provide a picture ID/driver's license
 - Completion of volunteer application

Project #710: Family Support Programs 

- Students will: Assist with various aspects of each of the programs that Mason Unlimited offers to the community:
 - Parenting classes - Mondays 6:30-8:00
 - Origin of Anger - Friday/Saturday
 - Dynamics of Domestic Violence - Victims class 1st & 3rd Wednesday 6:00-9:00; Perpetrators class 2nd & 4th Wednesdays 6:00-9:00
 - Screening for Mental Health/Domestic Violence/Anger Mgmt/Substance Abuse - Monday - Thursday 2:00pm to 6:00 and Friday 2:00pm to 5:00pm

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- Walk-In Intakes and Processing Monday - Thursday 2:00pm to 7:00pm and Friday 2:00pm to 5:00pm.
- Mentoring (including high-functioning adults and teens with disabilities) - every 4th Tuesday
- Wellness Program - Tuesday and Thursday 6:00pm to 9:00pm
- Closet of Assistance
- Young Girl World - character building, self-esteem, self-worth and coping skills 1st Thursday 6:00-7:00
- Other information: Background check required (at the cost of the student)

Southeastern NC Radio Reading Service

Telecommunications Bldg, FSU

Project #390: Book Reading

FSU

VAR

- Volunteers will: Record readings of various books
- Days and Times: Monday – Friday 5:00pm to 8:00pm; Saturday beginning at 9:00am
- Other information: Must complete a volunteer application

Project #391: News Reading

FSU

VAR

- Volunteers will: Read selected news articles both live and recorded
- Days and Times: Monday-Friday 5:00pm to 8:00pm; Saturday beginning at 9:00am
- Other information: Must complete a volunteer application

Project #392: Office Assistance

FSU

VAR

- Volunteers will: Provide assistance with presentations and Excel spreadsheets, graphics and charts based on statistics; scanning documents to create digital files; and other office tasks.
- Days and Times: Monday – Friday 5:00pm to 8:00pm
- Other information: Must complete a volunteer application

Project #395: Website Development Design

VAR

FSU

- Volunteers will: Assist in the creation of a website for the Southeastern Radio Reading Services
- Days and Times: Monday – Friday 5:00pm to 8:00pm; Saturday beginning at 9:00am
- Other information: Must complete a volunteer application

Umoja Group

Project #587: Promotional Material Development



- Students will: Work with Umoja Group to learn more about the Umoja group and its projects in order to create flyers, brochures to promote the Umoja group and their programs. Students may also assist with revising and updating the Umoja Group's website.
- Days and Times: Open - Varies based on student availability

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

#S

– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

ST

– One Day/Short Term

LT

– Long-Term Service Commitment

Project #588: Wall of Honor Enhancement 

- Students will: Work with Umoja Group and community volunteers to assist with enhancing the Wall of Honor on the corner of Landon Street and Murchison Road.
- Days and Times: Mornings or Early afternoons. Enhancements need to complete in time to share at the Umoja Festival on August 22nd.
- Other Information: Project is intended for students with artistic skills and abilities

Project #633: Organizing Pictures and Articles 

- Students will: Assist with organizing and cataloging pictures, articles and promotional materials from the various programs conducted by the Umoja Group over the years.
- Days and Time: Monday-Friday 8:00-5:00 based on students availability

University College Supplemental Instruction Program**Project #635: Supplemental Instructional Program** 

- Students will: Support the Supplemental Instruction staff by entering data into computer; assisting with mailing out correspondence; typing correspondence; assisting with filing; making follow-up telephone calls; creating flyers, newsletters, and office forms.
- Days and Times: Monday-Friday 8:00-5:00 based on student's availability
- Other information: Student should be able to work in an office environment (type 40wpm); be an enthusiastic receptionist; possess good communication skills; be detail oriented; be reliable and mature. Students must also be able to provide customer service and follow directions.

University College Writing Center**Project #672: Office Assistance** 

- Students will: Provide support for the Writing Center by greeting students/visitors, answering the telephone, entering data into the computer, typing, filing, making phone calls, creating flyers, completing office paperwork, etc. The students would assist with the overall daily flow of the Writing Center
- Days and Times: Monday-Thursday 9:00am to 8:00pm and Friday 9:00am to 12:00pm based on student's availability



– On-Campus



– Within Walking Distance



– Transportation Needed



– Long Distance



– Group Project



– Placement Interview Not Required



– Volunteer Application Required



– Background Check



– One Day/Short Term



– Long-Term Service Commitment

Fayetteville and Cumberland County Area Service Opportunities

2 or 3 Gathered Together



Project #755: The Gathering

- Project Info: The agency strives to bring businesses and career resources into desert communities by hosting events in communities in Fayetteville and Lumberton. The next event is scheduled for Saturday, October 6th from 1:00pm to 4:00pm.
- Students are needed to: assist with coordinating the event, marketing the event through website and social media; set up and break down at the event; and serving food.
- Requirements:
 - Graphic design skills
 - Writing skills

American Red Cross – Highlands

807 Carol St.

Project #119: Red Cross Disaster Services Volunteer



- Volunteers will: Be on call to help do case work with families who have suffered disaster. Most local disasters are house fires. Students would assist with paperwork and Red Cross Assistance with emergency needs of food, clothing, and housing.
- Date and Time: Most evenings from 5:00pm to 8:00 am the next morning
- Other information: Background check is required. Training is required and provided by Red Cross free of charge.

Project #120: Community Outreach Events



- Volunteers will: Attend community events promoting who we are, where we are, and what we do in our Armed Forces Department, Disaster Department, and Health and Safety Department and Recreation Department.
- Date and Time: Varies
- Other information: Individuals comfortable with meeting new people are wanted.

Project #214: Administrative Support



- Volunteers will: Perform duties as front desk receptionist/administrative assistant
- Dates and Times: Monday-Friday 1:00pm to 5:00pm 12-15 hours per week
- Other information: Telephone etiquette, basic computer skills, people skills are preferred

Project #293: Dorm Storm - ARC Disaster Preparedness Information

FSU

- Volunteers will: Assist the American Red Cross-Highlands Chapter in a "Dorm Storm" of Disaster Preparedness Information.
- Dates and Times: TBD based on student availability and Residence Life

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

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– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

ST

– One Day/Short Term

LT

– Long-Term Service Commitment

Project #574: Scrubby Bear 

- Project info: Scrubby Bear is a new program offered through the American Red Cross - Highlands Chapter. Scrubby Bear is a mascot that works in conjunction with a small group of facilitators that will read a short story based on the Three Little Bears referring to germs. The facilitators will also teach the children a short song to the tune of Row Your Boat that assists the children in understanding the proper hand washing techniques. Then Scrubby Bear visits with the children.
- Dates and Times: Flexible based on students availability. This is a group project that will require schedule coordination with members of the group.
- Required:
 - Must attend American Red Cross - Highlands Chapter orientation
 - Must submit to background check.

Better Beginnings Healthcare Solutions

705 Cumberland Street

Project #631: Medical Office Assistance 

- Students will: Greet clients, answer phones, schedule appointments, file records, scan documents, use electronic health records.
- Days and Time: Tuesday, Wednesday, Thursday 9:00am to 5:00pm

Boys and Girls Club of Cumberland County











3474 Cumberland Road

Project #269: Power Hour (Rochester Unit)   

- Volunteers will: Provide one-on-one homework assistance in areas such as reading comprehension and math to school-aged children.
- Dates and Times: Monday - Friday 2:00pm-6:00pm
- Other information: Student volunteers must complete a volunteer application and background check.

Project #386: Power Hour (Cumberland Road Unit)   

- Volunteers will: Assist Boys and Girls Club youth with their homework during Power Hour.
- Days and Times: Monday-Thursday 2:30pm to 4:30pm
- Other information:
 - Must be 21 years or older
 - Must have current background check and complete a volunteer application

 – On-Campus	 – Placement Interview Not Required
 – Within Walking Distance	 – Volunteer Application Required
 – Transportation Needed	 – Background Check
 – Long Distance	 – One Day/Short Term
 – Group Project	 – Long-Term Service Commitment

Cape Fear Adult Day Health Care
920 Stamper Road

Project #683: Office Management



VAR

- Volunteers will: Assist with developing a file organization system to increase efficiency and sharing of information. Assist with editing and updating policy manual.
- Days and Times: Monday - Friday 10:00am to 5:00pm
- Requirements:
 - Completion of Volunteer Application
 - Completion of Abuse and Confidentiality Forms

Project #684: Technology Mentoring



VAR

- Volunteers will: Assist the administrative staff in learning about and utilizing technology that is available to them including but not limited to computer programs such as Microsoft Excel, Access, Word, etc.; creating an understandable computer filing system; syncing calendars; cell phone apps; social media; newsletters and event calendars.
- Days and Times: Monday - Friday 10:00am to 5:00pm
- Requirements:
 - Technology skills
 - Completion of Volunteer Application
 - Completion of Abuse and Confidentiality Forms

Project #685: Website Development



VAR

- Volunteers will: Develop a website and train administrative staff on how to update and edit the website as needed. The website is intended to market the organization to the community.
- Days and Times: Monday - Friday 10:00am to 5:00pm
- Requirements:
 - Website development skills
 - Completion of Volunteer Application
 - Completion of Abuse and Confidentiality Forms

Project #686: Client Visitations



VAR

- Volunteers will: Visit with clients in small groups or one-on-one. Visitations can take place inside or outside on the grounds. During visitations students can assist clients with chair exercises, scrap booking project, and other activities.
- Days and Times: Monday-Friday 10:00am to 5:00pm
- Requirements:
 - Completion of Volunteer Application
 - Completion of Abuse and Confidentiality Forms

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– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

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– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

ST

– One Day/Short Term

LT

– Long-Term Service Commitment

Project #687: Arts & Crafts and/or Entertainment

VAR

- Volunteers will: Assist with various arts and crafts projects. The projects do not need to be completed in one session as the projects can span multiple days. Volunteers can also provide entertainment for the clients including but not limited to music, dance, and theatre. Volunteers can also assist with updating the decorations in the facility based on holidays.
- Days and Times Monday - Friday 10:30am to 12:00pm and Monday, Wednesday, Thursday, and Friday 1:00pm to 2:30pm.
- Requirements:
 - Completion of Volunteer Application
 - Completion of Abuse and Confidentiality Forms

Cape Fear Studios, Inc.

148-1 Maxwell Street

Project #682: Marketing & Online Store Promotion Campaign

- Students will: Help and engage in Marketing projects for studio. Will contribute with areas and help to set up online stores and promotions. Students will get hands-on business experience, as well as office management and marketing.
- Days and Times: Flexible
- Requirements: Marketing, business administration, and art majors

The Care Clinic

239 Robeson Street

Project #763: Social Work Assistance

VAR

- Project Description: Assistance is needed with providing the social service component to patients at the clinic – identifying the client's immediate and long-term problems/needs and determining whether the client's or family's needs would be best addressed by the Department of Social Services or other community resources; screening for eligibility for the clinic and other programs and services.
- Days and Times: Tuesdays, Thursdays, and 2nd and 4th Wednesdays 4:00pm to 8:00pm
- Requirements:
 - Completion of volunteer application
 - Must be a social work major

Child of the King Outreach Inc.**Project #670: Donation Fundraiser**

- Volunteers will: Contact local businesses in hopes of receiving a monetary donation. Students will identify local businesses online via Google search as well as businesses from Outreach's contact list. Students will notate the amount donated and whom it was donated by. All donations will be paid via Paypal account. Students will need

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

#S

– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

ST

– One Day/Short Term

LT

– Long-Term Service Commitment

to notate business and what was the response of the business. Students will also need to notate who they spoke with (contact person).

- Days and Times: Monday - Friday 8:00am to 5:00pm based on student's availability.
- Requirements: Good communication and data entry skills.

College Heights Presbyterian Church



1801 Seabrook Road

Project #663: After School and Saturday Academy Tutorial Lab

- Project Info: College Heights Presbyterian Church will offer tutoring services to area children. This may include elementary, middle and high school students. Students can receive tutoring whether they are having difficulty in a particular subject or just desire to become more proficient in that area. Tutorial services may also include assistance with students nightly homework assignment. Computers will also be available to provide Internet searches and research for students.
- Days and Times: Monday - Friday 4:00pm to 7:00pm, Saturday 10:00am to 12:00pm
- Other information:
 - Must be proficient in areas being tutored, i.e. language arts, math, science, English, social studies
 - Will be expected to wear clothing suitable for working with children. Also will be expected to respect the location as a place of worship, i.e. clothing, language, and behavior.











Connections of Cumberland County

119 N. Cool Spring Street

Project #653: Case Management Associate



- Project Info: Connections of Cumberland County operates the only "walk in" day resource center for homeless women and children in our community. Case management is available to clients at no cost. Under the direction of a case manager, students will experience varying levels of case management and follow up for homeless women or those at imminent risk of homelessness. Students will perform follow up tasks to ensure that clients are following through with the action steps needed to stabilize their lives. Students will assist clients with job searches and applications. Students will assist clients with basic computer skills, resume building and setting up email addresses to receive correspondence from potential employers. Students may be paired with masters level social work interns who are completing intensive internships in our Intern Learning Lab. Students will have the opportunity to learn about person centered case management combined with accountability based practices geared toward promoting self-reliance and alleviating our clients' dependency on social programs to meet basic human needs for themselves and their children. Students will assist with data collection during client follow up activities. Students may assist with activities for children when their mothers are participating in confidential group and individual therapy sessions. Students may assist with outreach and public awareness initiatives.
- Days and Times: Tuesday, Wednesday, Thursday 9:00am to 4:30pm
- Requirements:
 - Must be enrolled in a social work service learning course
 - Must submit to a background check at the cost of the student
 - Complete and submit a volunteer application

 – On-Campus	 – Placement Interview Not Required
 – Within Walking Distance	 – Volunteer Application Required
 – Transportation Needed	 – Background Check
 – Long Distance	 – One Day/Short Term
 – Group Project	 – Long-Term Service Commitment

Cumberland County Council on Older Adults

Project #697: Senior Nutrition Program (Meals on Wheels)



- Students will: Deliver hot lunchtime meals to seniors.
- Days and Times: Monday-Friday 11:00am to 1:00pm
- Requirements:
 - Background check (no cost to student)
 - Must have your own car
 - Must have a valid driver's license and proof of insurance

Project #698: Resource Database Updating



- Project info: Cumberland County Council on Older Adults (CCCOA) provides information and services to adults 60 years of age and older. The Council's mission statement is "Dedicated to Helping Older Adults Maintain Independence with Dignity." Information & Options Counseling Services (I & OCP) utilizes an agency Community Resource Database (CRD). The CRD must be updated annually. When the caller contacts the agency, an Information Specialist or Resource Specialist will assess the caller's need(s) and refer the caller to relevant human resources or services that will address the caller's needs. It is very important for the specialist to have an updated community resource database. It also helps to generate statistics relating to the problems/needs of the community. Having Fayetteville State University students assist the I&R Specialist with updating the Community Resource Database will be a tremendous help to CCCOA. Additionally, those students will gain knowledge of resources that can help this community.
- Days and Times: Students can complete service with this project twice a week based on their availability Monday - Friday 8:00am to 4:30pm
- Project Begins 7/12/2017

Cumberland County Dispute Resolution Center

109 Green Street

Project #18: Teen Court



- Volunteers will: Work with first time offenders from 11 years to 19 years
- Date and time: 2nd and 4th Mondays of each month; 5:00pm to 8:00pm

Project #462: Court Intake



- Volunteers will: Be present at the front of the courtroom to receive cases for mediation. The volunteer will also complete intake paperwork required for the case to be mediated.
- Days and Times: Mondays 8:30am to 12:00pm

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

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– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

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– One Day/Short Term

LT

– Long-Term Service Commitment

Cumberland HealthNet

507 Sandhurst Drive

Project #253: Office Assistant



- Students will: assist in office duties such as filing and spreadsheet maintenance.
- Days and Times: Monday - Friday 8:30am to 4:30pm (students may sign up in shifts based on their availability)
 - Other information:
 - Dress is business casual
 - Students will have to sign a confidentiality form

Easter Seals UCP Dorothy Spainhour Center

223 Hull Road

Project #71: Classroom Assistant



- Volunteers will: Spend time in the classroom interacting with the children and assisting teachers.
- Dates and Times: Varies
- Other information: Volunteers must sign a confidentiality waiver/agreement and complete 3 required forms for licensing status.

Family Fellowship Worship Center

1014 Danbury Road

Project #744: Shepherd's Bread (Food Bank)



- Students will: assist with greeting members of the community that come for assistance. Students will prepare food boxes/bags and assist member to their vehicles with food.
- Days and Times: Mondays 9:45am to 2:00pm
- Requirements: Must wear closed toe shoes

Project #745: Shepherd's Bread Clothing Giveaway



- Students will: Prepare for clothing giveaway the day before. On the day of the giveaway, students will assist attendees with finding clothes on racks and in tubs.
- Days and Times: 2nd Tuesday (prep) and Wednesday each month. Tuesday 11:00-12:30, Wednesday 9:30am to 2:00pm.

Project #746: Shepherd's Bread Shopping at Second Harvest Food Bank



- Students will: Meet at the church to travel by church van to Second Harvest Food Bank. Student will assist with loading and unloading food from the food bank when return to the church as well as stock food at the church.
- Days and Times: Thursdays 9:00am to 1:30pm
- Requirements: Must wear protective shoes and be able to lift 10-20 pounds



– On-Campus



– Within Walking Distance



– Transportation Needed



– Long Distance



– Group Project



– Placement Interview Not Required



– Volunteer Application Required



– Background Check



– One Day/Short Term



– Long-Term Service Commitment

Fascinate-U Children's Museum

109 Green Street

Project #524: Museum Art and Science Activity Assistance



- Volunteers will: Assist with hands-on scheduled science and art activities with pre-school and school-aged children.
- Dates and Times: All events will take place at the museum unless otherwise noted
 - Saturday, October 20th 11:00am to 1:00pm
 - Thursday, October 25th 9:00am to 12:00pm
 - Friday, October 26th 9:00am to 12:00pm
 - Tuesday, October 30th 9:00am to 12:00pm
 - Wednesday, October 31st 9:00am to 12:00pm and 4:00pm to 6:00pm
 - Thursday, November 8th 10:00am to 10:00pm
 - Thursday, November 15th 8:15am to 1:30pm at Vanstory Elementary
 - Friday, November 16th 8:15am to 11:45am at Vanstory Elementary
 - Saturday, November 17th 11:00am to 1:00pm
 - Tuesday, November 20th 9:15am to 12:30pm
 - Tuesday, November 27th 9:30am to 12:30pm
 - Thursday, November 29th 9:30am to 12:30pm
 - Friday, November 30th 9:00am to 10:00am
 - Tuesday, December 4th 9:00am to 11:00am
 - Thursday, December 6th 9:00am to 11:00am
 - Saturday, December 8th 7:45am to 11:00am

Fayetteville Area Transportation Museum

325 Franklin Street

Project #530: General Museum Assistance



- Volunteers will: Assist in a variety of duties within the museum.
- Days and Times: Museum hours are 10:00am to 4:00pm Tuesday through Saturday.

Fayetteville Urban Ministry

Please note: All FUM placements require a 30+ hour commitment

Project #374: Community Liaison Assistant



- Volunteers will: Assist FUM Community Liaison (CL) in developing, strengthening, and expanding FUM programs; perform general administrative duties to include filing, typing, receiving and making business phone calls, and organizing the physical work area; assist with recruitment, screening, training and interviewing of all current and prospective volunteers and associates of FUM; assist CL in conducting team building and communication trainings with FUM staff; assist the FUM Community Liaison (CL) in managing and facilitating all large FUM fundraisers (Mardi Gras, Duck Derby, Golf Tournament, Honor Card); assist with volunteer recruitment to include public speaking, workshops, and face to face contact; process and screen prospective volunteers (job coaches, mentors, tutors, etc.); coordinate with local professionals, businesses, organizations and professional groups to provide funds,

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

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– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

ST

– One Day/Short Term

LT

– Long-Term Service Commitment

volunteers, materials, training, tours and other resources used to serve FUM's clients; assist in the planning and conducting In-service trainings for staff; assist the CL in managing FUM's web presence and electronic mass communications; maintain computer and written documentation of activities and services developing, typing, copying, and filing documents, including correspondence, newsletters, reports, program materials, funding applications, publicity, and others (serving as FUM's historian and marketing professional); make telephone calls as needed for FUM services and activities; mailing and email FUM materials to volunteers, youth participants, community partners, parent/guardians, donors, and funding sources, etc; assist with marketing, publicizing and networking FAF/FUM programs; assist with program meetings and public speaking engagements; build strong relationships and open communication with referring parties; provide support for daily operations for FAF/FUM services; network and assist other FUM programs when available; attend trainings, workshops, or conferences that strengthen attributes of profession or program; and assist in grant writing.











- Days and Times: Monday - Thursday 9:00am to 5:00pm and Friday 9:00am to 4:00pm
- Volunteer Requirements:
 - Proficiency with phone etiquette
 - Basic Microsoft Office skills
 - Basic typing skills
 - File and organization skills
 - Creative thinking and strategic planning

Project #375: Operations and Program Assistant   

- Volunteers will: Assist the Director of Operations and Programs (DOP) in developing, strengthening, and expanding FUM programs; assist the DOP in the management and optimization of the annual FUM budget; perform general administrative duties to include filing, typing, receiving and making business phone calls, and organizing the physical work area; assist with recruitment, screening, training, and interviewing of all current and prospective volunteers and associates of FUM; conduct team building and communication trainings with FUM staff; assist the DOP in developing professional written communications such as Public Service Announcements, marketing materials, policies, and protocols; assist in the maintenance of computer and written FUM records of activities and services; assist the DOP in overseeing the maintenance of the standards and policies set by outside agencies and entities; and other miscellaneous duties to coordinate with Fayetteville Urban Ministry Executive Director and FUM board.
- Days and Times: Monday - Thursday 9:00am to 5:00pm and Friday 9:00am to 4:00pm
- Volunteer Requirements:
 - Proficiency with phone etiquette
 - Basic Microsoft Office skills
 - Basic typing skills
 - Filing and organizing skills; creative thinking and strategic planning

Project #376: Find-A-Friend Program (FAF) Assistant    

- Volunteers will: Assist FAF Programs Coordinator with administration of the Find-A-Friend Program; compile monthly, quarterly, and annual reports about program activities, progress, and effectiveness for internal and external use; conduct interpersonal skills case management duties; assist in the development of workshop materials for group sessions with youth, parents and volunteers; assist in the facilitation of group sessions and tutoring with youth ages 7 to 18; assist in volunteer recruitment efforts; assist in volunteer training; prepare, type,

 – On-Campus	 – Placement Interview Not Required
 – Within Walking Distance	 – Volunteer Application Required
 – Transportation Needed	 – Background Check
 – Long Distance	 – One Day/Short Term
 – Group Project	 – Long-Term Service Commitment

copy and file documents, including correspondence, newsletters, reports, program materials, funding applications, publicity, and others as needed by FAF staff; answer telephone calls for FAF staff and handle messages to staff members; make telephone calls as needed for FAF services and activities; communicate electronically, verbally and manually with referring parties, youth, parents, volunteers, donors, other FUM staff, and others involved with FAF; maintain computer and written records of activities and services; assist in maintaining client records and confidentiality; assist with volunteer screening; and other duties as assigned by the Find-A-Friend Programs Coordinator.

- Days and Times: Monday - Thursday 9:00am to 5:00pm and Friday 9:00am to 4:00pm
- Volunteer Requirements:
 - Proficiency with phone etiquette
 - Basic Microsoft Office skills
 - Basic typing skills
 - Filing and organization skills
 - Creative thinking and strategic planning

Project #377: Adult Literacy Program Assistant   

- Program Information: The Adult Literacy Program is one of the four programs of the Fayetteville Urban Ministry (FUM). The ALP assists adults with low literacy levels in the areas of reading, writing, math, English, and basic computer skills. The program serves 150-185 adult students each year.
- Volunteers will: Record all incoming documents and manage data entry using the LACES Liter System; support the Literacy Team in the creation of excellent professional development materials for tutors and students; record all incoming documents and manage data entry using the LACES Liter System; prioritize and manage a high volume of phone calls and emails; assist with the intake and assessment process for all incoming students; assist in developing; organizing and ensuring delivery of the ALP monthly email to tutors and the FUM staff to be sent out to their target list; support students, volunteers, and staff as needed; and attend occasional fundraising and publicity events on the weekends.
- Days and Times: Monday - Thursday 9:00am to 8:00pm and Friday 9:00am to 4:00pm
- Volunteer Requirements:
 - Must be willing to commit to tutoring at least twice a week.
 - Attention to detail
 - Basic computer and typing skills
 - Customer Service

Ferguson Easley Elementary
1857 Seabrook Road

Project #: 766: Office Assistant   

- Project Description: The office assistant must be very professional and have good public relation skills as they will be working with staff, students, and parents. Responsibilities will include answering phones, escorting students to classrooms, assisting visitors with sign in and sign out. Confidentiality is very important with this position.
- Days and Times: Monday – Friday 7:30am to 9:00am, 11:00am to 12:30pm, and 2:30pm to 4:00pm

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

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– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

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– One Day/Short Term

LT

– Long-Term Service Commitment

- Requirements: Completion of Cumberland County Schools Volunteer application and background check

Project #767: Media Center Assistant   

- Project Info: The Media Center Assistant will help in the Media Center with set up and reorganization. The Media Center Assist will work closely with Media Center Coordinator. Long term participants may have an opportunity to be trained as a Media Clerk.
- Days and Times: Monday – Friday 7:45am to 2:30pm
- Requirements: Completion of Cumberland County Schools Volunteer application and background check

Project #768: Classroom Helpers   

- Project Info: The Classroom Helpers will assist in the 1st and 2nd grade classrooms with math and reading skills. The Classroom Helpers will assist students with various tasks including escorting them to the restrooms. Other tasks to be assigned by the classroom teacher.
- Days and Times: Monday – Friday 7:45am to 2:30pm
- Requirements: Completion of Cumberland County Schools Volunteer application and background check

Project #769: Student Greeter   

- Project info: The Student Greeter will assist with student drop-off in the morning including helping them out of the cars and into the building. Good public relation skills are needed for this position.
- Days and Times: Monday – Friday 7:15am to 8:15am
- Requirements: Completion of the Cumberland County Schools Volunteer application and background check

Project #770: Cafeteria Monitor   

- Project Info: The Cafeteria Monitor will assist students in the morning for “grab and go” breakfast and ensure that there is a positive environment in the cafeteria for all students.
- Days and Times: Monday – Friday 7:30am to 8:00am
- Requirements: Completion of the Cumberland County Schools Volunteer application and background check.











Fitch Youth Activity League and Boxing Club
735 Goodyear Drive, Spring Lake, NC

Project #678: General Assistance 

- Students will: Assist with trainings and mentoring of youth with boxing.
- Days and Times: Tuesdays, Wednesdays and Thursdays 5:00pm to 7:30pm

Project #735: Grant Writing Assistance 

- Students will: Assist with locating and writing for potential grant funding for FYAL and Boxing Club. Students will need to become familiar with the program and their needs in order to locate and write grant applications.

 – On-Campus	 – Placement Interview Not Required
 – Within Walking Distance	 – Volunteer Application Required
 – Transportation Needed	 – Background Check
 – Long Distance	 – One Day/Short Term
 – Group Project	 – Long-Term Service Commitment

Writing skills are needed for the project. Knowledge about grant proposals is beneficial. It may also be beneficial for the students to attend a grant writing workshop conducted by the FSU Office of Sponsored Research and Programs.

- Days and Times: Open and Variable

Fresh Touch Ministries Inc.

342 Moore Street

Project #261: Feeding Program  

- Volunteers will: Assist with preparing meals, serving meals, and clean up.
- Dates and Times: Monday, Thursday, and Friday 10:00am to 2:00pm
- Other information: Must complete an organization volunteer application.

Future Endeavors Life Program

Project #732: F.E.L.P. Nonprofit Brand Ambassador 

- Students will: be responsible for representing the Future Endeavors Life Program in a positive light by helping to increase brand awareness. Brand ambassadors are passionate and have confidence that they will continue to share their great experiences with others about F.E.L.P. and are able to speak on the behalf of the organization at conferences, fundraisers, and vendor events.
- Days and Times: Varies based on need

Global Covenant Inc.

742 East Russell Street

Project #692: Website Training 

- Students will: Train the Global Covenant staff in how to update and maintain the existing website.
- Days and Times: Saturdays 8:00am to 12:00pm and Wednesdays 5:00pm to 7:00pm
- Requirements:
 - Must have knowledge and skills in WordPress.

Greater Life of Fayetteville, Inc.

225 B Street

Project #730: Intervention Program  

- Project info: The Intervention Program is referral based from social workers, school counselors, principals, or community partner agencies of a child who has been placed on short-term suspension. The parent has the option to bring his/her child to GLOF to receive life skills, assessment of behavior, group support session, and to understand their life interest in order for GLOF to help them design a plan for their future by means of music, drama, art, language, teaching and other vital components. Especially those facing failing education. The program has several sessions stemming from 30 minutes to 2 hours. There will be hands-on teaching, scenarios, defense component (martial art), interaction modules with law enforcement and special speakers from other



– On-Campus



– Within Walking Distance



– Transportation Needed



– Long Distance



– Group Project



– Placement Interview Not Required



– Volunteer Application Required



– Background Check



– One Day/Short Term



– Long-Term Service Commitment

organizations, and one evening a week for parents to attend a parent workshop to meet parents where they are, encourage positive interactions and relationship with their child and child with school. This a free service for low to medium income families.

- Days and Times: Monday through Friday 7:30am to 4:30pm
- Requirements:
 - Background check at the cost of the volunteer



Project #734: Intervention Program/School Social Workers

- Students will: Meet with Director and CEO for review and understanding and questions to ensure they have complete understanding. Then the students will contact and make face-to-face appointments with 3rd to 7th grade school social workers about the free service Greater Life of Fayetteville is offering the parents seeking help for their child on short-term suspension. The student will then report back to the director and CEO on communication after meeting with each social worker.
- Days and Times: Monday through Friday 7:30am to 4:30pm
- Requirements: Must be able to communicate on a profession level regarding the program.

Project #738: Website Enhancement

- Students will: Assist with enhancement to the existing website.
- Days and Times: Varies



Project #778: Non-Profit Fundraising at the Crown Coliseum

- Students will: Assist with concessions during events at the Crown.
- Days and Times:
 - Friday, December 7th 5:00pm
 - Saturday, December 15th 9:00am
 - Friday, February 22nd 5:00pm
- Other information: Mandatory Training on Sunday, December 2nd.

Guardian ad Litem

117 Dick Street



Project #128: Guardian ad Litem Program

- Project description: Guardian ad Litem are trained (30 hours) to be advocates for abused and neglected children who are in the juvenile court system through no fault of their own. Applicants become sworn officers of the court in an unpaid status. The protect and promote the best interest of the children.
- Days and Times: Trainings are Fridays 8:00am to 1:00pm. After training is completed hours will vary.

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

>10

– Long Distance

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– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

ST

– One Day/Short Term

LT

– Long-Term Service Commitment

Heritage Place Senior Living

325 N. Cool Spring St.

Project #595: Activities Assistance

- Students will: Assist with or run numerous activities such as Wheel of Fortune, crafts, bible studies, socials, Saturday Bingo and in-room one-on-one specialized visits.
- Days and Times: Monday -Sunday 8:30am to 5:00pm
- Requirements:
 - Casual but conservative dress - no high heels, low-cut top, shorts, sagging pants, or any clothing with profanity on it.
 - Completion of Volunteer Application.
 - Recent TB test.

Knight Consulting, LLC

351 Wagoner Drive, Suite 150

Project # 749: “Where Hope Begins” (Preparation for a Workshop Series)

- Project Info: “Where Hope Begins” is a 6-week Workshop Series created to help future entrepreneurs to jumpstart their business dreams. Many times people are interested in starting their business dreams but sometimes life prevents them from moving forward. “Where Hope Begins” are workshops designed to help one stay focused on their journey to entrepreneurship and to assist with the planning process so people will be more productive with their entrepreneurial goals.
- Students will:
 - Call potential clients (This is not cold calling – Knight Consulting has met previously with the individuals). A script will be provided.
 - Assist with the creation of short videos for advertising on YouTube, Facebook, Eventbrite, LinkedIn, Instagram and marketing to Twitter.
 - Create marketing material such as flyers for email marketing and sharing throughout Cumberland County.
 - Assist with planning, setting up conference room space and assisting workshop participants
- Requirements:
 - Must be creative, intelligent, self-motivated, inspiring, encouraging, friendly and witty.
 - Excellent speaking voice willing to make phone calls.
 - Lite to moderate typing.
- Days and Times: Varies - 6 to 20 hours per week

Project #750: “Hit Me with Your Best Shot” Photo Shoot/Videographer

- Students will:
 - Take pictures for companies’ websites – bringing stories to life to get the point across.
 - Create both fun and serious ads and commercials from the office, parks, in downtown and throughout Fayetteville.
 - Assist with marketing and ad campaigns
- Requirements:



– On-Campus



– Placement Interview Not Required



– Within Walking Distance



– Volunteer Application Required



– Transportation Needed



– Background Check



– Long Distance



– One Day/Short Term




– Group Project



– Long-Term Service Commitment

- Must be a self-starter, experienced in photography.
- Must be creative, intelligent, self-motivated, inspiring, encouraging friendly and witty
- Days and Times: Varies 4 to 12 hours per week (depends on demand)

Project #751: “Help Me Help You” Data Entry Campaign 











- Students will:
 - Enter data in Microsoft Word and *Excel* spreadsheets for mailing and email marketing campaigns/information
 - Create mail merges, prepare letters and postcards for mailing
 - Email information to business owners
- Requirements:
 - Must self-motivated and reliable
 - Knowledgeable of Microsoft Word and Excel
 - Ability to type at an intermediate pace of 40+ words per minute, accurately proofread and great at following directions
- Days and Times: Varies - 2 to 3 days per week for 6 to 20 hours per week

Project #752: “Getting Our Finances in Order” 

- Project Info: “Getting Our Finances in Order” assists businesses to put their financial accounts in order. Many times small businesses are so busy focusing on only running the business and their bookkeeping gets off track.
- Students will:
 - Assist with putting client businesses books in order. For example: financial statements, balance sheets, profit and loss statements and standardized procedures that are necessary for business.
- Requirements:
 - Must knowledgeable in accounting
 - Self-motivated and organized
 - Accurate and patient
- Days and Times: Varies – 1 to 2 days per week 4 to 8 hours per day

Project #754: “Social Media Guru” Show Us Your Skills 

- Students will: Surf the web in search of creating marketing opportunities for the business.
- Requirements:
 - Must be extremely knowledgeable about marketing through Facebook, YouTube, Instagram, Twitter, Email marketing, etc.
 - Must be creative and self-motivated.
 - Ability to reach multiple networking streams for marketing.

 – On-Campus	 – Placement Interview Not Required
 – Within Walking Distance	 – Volunteer Application Required
 – Transportation Needed	 – Background Check
 – Long Distance	 – One Day/Short Term
 – Group Project	 – Long-Term Service Commitment

Making Visions

2018 Fort Bragg Road, Suite 126A

Project #762: Office Assistant



- Students will: Be responsible for filing documents, answering phones and taking messages, maintaining a clean office space and providing feedback in weekly meetings.
- Days and Times: Monday – Thursday 10:00am to 2:00pm (Student must commit to 2-4 hours per week)
- Requirements:
 - Student must have strong organizational skills, be self-motivated and willing to learn, be knowledgeable about marketing and advertising.
 - Student must have their own laptop
 - Maintain confidentiality of client records

NAACP Fayetteville Branch

707 Murchison Road

Project #761: 30th Annual Life Membership Banquet



- Students will: Assist with set up, take down and assist as hosts, ushers, and servers as well as other tasks as needed throughout the event.
- Day and Time: Saturday, September 29th 4:00pm to 8:30pm.
- Requirements: Semi-formal attire (black pants, white shirt)

Project #156: NAACP Website Development

- Students will: Develop website to showcase activities, make announcements, advertise membership drives, and issue action alerts.
- Days and Times: Thursdays 2:30pm to 5:30pm
- Requirements: Computer Skills

Project #157: Membership Database Development

- Students will: Create a database to track members and annual membership dues.
- Days and Times: Thursdays 2:30pm to 5:30pm
- Requirements: Computer Skills

NAMI - Cumberland, Harnett & Lee Counties

109 Bradford Avenue

Project #733: Office and Special Event Assistance



- Students will: Assist with the following office duties - answering the phone, passing out resource materials, gather data for creating presentation notebook, input data & information into webpage and computer program, design project display for meetings, set-up board room for special meetings. Students will also assist with special programs such as the Black History Program and the Fashion Show.
- Days and Times: Monday - Friday 8:00am to 5:00pm (based on student availability)



– On-Campus



– Within Walking Distance



– Transportation Needed



– Long Distance



– Group Project



– Placement Interview Not Required



– Volunteer Application Required



– Background Check



– One Day/Short Term



– Long-Term Service Commitment

NC State Veterans Home

214 Cochran Avenue

Project #688: Gazebo Gardening



- Students will: Enhance the daily living for residents through the beautification of the gazebo gardening area.
- Days and Times: Monday - Sunday 8:00am to 8:00pm
- Requirements:
 - Completion of Volunteer Application
 - Completion of Background Check (at student's cost)
 - Gardening Skills

Project #689: Assisting with Activities



- Students will: Assist with getting residents to and from activities; assist residents with the activity (i.e. bingo cards); assist with providing one-on-one attention to residents (checkers, cards, visiting, etc.); and assisting with patio and courtyard flower planting.
- Days and Times: Monday - Sunday 8:00am to 8:00pm
- Requirements:
 - Completion of Background Check (at student's cost)
 - Completion of Volunteer Application

Operation Blessing of Fayetteville, INC

1337 Ramsey Street

Project #435: General Volunteer Assistance



- Students will: Assist with a variety of duties to include clothing closet, food pantry, and front desk reception. Other opportunities that are available for special events and projects include annual fundraising events (golf tournament in the spring and banquet in the fall), Thanksgiving and Christmas meal distribution, food drives, baby showers, grant writing, Earn While You Learn Parenting Classes. The organization is also open to other ideas.
- Dates and Times: Monday - Thursday 9:00am to 3:00pm (closed for lunch 12:00pm to 1:00pm)
- Other information:
 - Pre-Volunteer Application required.
 - Dress code (discussed during orientation)



– On-Campus



– Within Walking Distance



– Transportation Needed



– Long Distance



– Group Project



– Placement Interview Not Required



– Volunteer Application Required



– Background Check



– One Day/Short Term



– Long-Term Service Commitment

Operation Supply Drop

Project #779: OSD Event Assistance



- Students will: Assist in various ways during veteran’s events hosted by Operation Supply Drop.
- Days, Time, and Locations:
 - Thursday, November 15th 4pm-6pm “How to Use your VA Loan 101 Class” 250 Lindsay Rd, Raeford
 - Monday, November 19th 9am-12noon Fire Hydrant Painting, 7227 Stoney Point Road, Fayetteville
 - Saturday, December 1st 10am-11am The Pillowcase Project, 855 McArthur Road, Fayetteville
 - Saturday, December 8th 4pm-6pm Hot Chocolate Bar, Building 236 Interceptor Road, Fort Bragg
 - Saturday, December 15th 12pm-2pm Wreaths Across American, Ft. Bragg Main Post Cemetery
 - Saturday, January 26th 2pm-4pm, Game Night with Vets, 214 Cochran Ave, Fayetteville
 - Saturday, February 23rd 2pm-4pm Arts and Crafts with Vets, 214 Cochran Ave, Fayetteville
 - Saturday, March 23rd 2pm-4pm Social with Vets, 214 Cochran Ave, Fayetteville

Parks Chapel United American FWB Church

868 Amye Street

Project #773: Afterschool Program



- Students will: Assist children ages 6 through 12 with math, English and other subjects as needed.
- Days and Times: Monday – Thursday 3:00pm to 6:00pm.

The Redeemed Christian Church of God, House of Grace

2665 John Smith Road

Project #775: Office Assistance



- Students will: Assist with creating flyers, updating the website and social media account, arrange files, make phone calls, answer phones, sort mail, send emails, make copies, scan documents, etc.
- Days and Times: Fridays and Saturdays 9:00am to 5:00pm (flexible)
- Other information:
 - Completion of volunteer application required
 - Must have computer skills and be organized

Project #776: Sorting Donations



- Students will: Sort and distribute donated clothes and food items.
- Days and Times: Fridays and Saturdays 9:00am to 5:00 (can sign up for partial shifts)
- Other Information: Completion of volunteer application required



– On-Campus



– Within Walking Distance



– Transportation Needed



– Long Distance



– Group Project



– Placement Interview Not Required



– Volunteer Application Required



– Background Check



– One Day/Short Term



– Long-Term Service Commitment

Project #777: Thanksgiving Dinner   

- Students will: Assist with set up, breakdown, cleaning, cooking and greeting people.
- Day and Time: Saturday, December 1st 12:00pm to 8:00pm
- Other information:
 - Completion of volunteer application required
 - Volunteers will be fed as well

Salvation Army

Main Office: 220 East Russell Street
 Family Store: 433 Robeson Street

Project #400: Salvation Army Family Store  

- Volunteers will: Learn behind the scenes of how Salvation Army Family store raises money to benefit the many programs it sponsors. Students will learn to sort clothes, shoes, purses, belts for sell and guidelines for ragging out same items. Green culture will be shown on bundling rag out clothes, shoes, purses, belts, etc. Grading of books, tapes - VHS, cassettes, CD's will be taught, along with what is to be discarded. Also volunteers will be taught how to hang clothes using a color-coded flow, ensuring clothes are hung neatly and has eye appeal. Volunteers will assist customers with questions and placing items for sell.
- Days and Times: Monday - Saturday 9:00am to 6:00pm
- Other information: Upon placement, student will need to complete a volunteer application.

SAFE of Harnett County, Inc.











1210 S. Main Street, Lillington, NC

Project #694: Fantastic Finds Thrift Store Assistance   

- Students will: Sort and hang donations as well as assist customers.
- Days and Times: Tuesday - Saturday 10:00am to 5:00pm
- Requirements:
 - Background check
 - Completion of volunteer application

Project #695: Office Assistance   

- Students will: Assist with answering phones, running errands, writing "thank you" notes, telephoning (call lists, canvassing, fundraising), data compilation, copying and other general office duties.
- Days and Times: Monday - Friday 8:00am to 5:00pm
- Requirements:
 - Background check
 - Completion of volunteer application

 – On-Campus	 – Placement Interview Not Required
 – Within Walking Distance	 – Volunteer Application Required
 – Transportation Needed	 – Background Check
 – Long Distance	 – One Day/Short Term
 – Group Project	 – Long-Term Service Commitment

Second Harvest Food Bank

406 Deep Creek Road

Project #479: General Volunteer Assistance  

- Volunteers will: Assist in the warehouse to include safely and efficiently handling food donations; inspection/examination for contaminants; sorting products by type; stocking inventory in designated areas; and repackaging loose items.
- Dates and Times: Monday - Friday 9:00am to 12:00pm or 1:00pm to 3:30pm.
- Other information:
 - Volunteer application required
 - Must attend volunteer orientation

Spring Lake Senior Citizens Club - The Lakers



301 Ruth Street, Spring Lake, NC

Project #671: Rebuilding and Rebranding the Lakers 

- Project Info: The Spring Lake Senior Citizens Club has gone into a transformation to follow the recently implemented mission statement. The Lakers are seeking students interested in developing a non-profit organization. The ways to assist with the development of the Lakers is 1) Membership Recruitment: Students are needed to revise the membership flyer; development of a newsletter and website. 2) Log Design 3) Document Creation - Students are needed to assist with revisions to the By-laws, interest form, membership form, and donor document forms. 4) Facebook Development 5) Identify Community Resources - Students are needed to assist with identifying resources for seniors such as exercise, the arts, speakers, museums, and health & wellness 6) Senior Games - Students are needed to assist in encouraging seniors to participate and preparations for the event 7) Transportation - research opportunity for seniors 8) Develop and implement events for various themes ie. Black History Month, Seniors Month, holidays, etc. 9) Development of health programs/health screenings in areas of diabetes, pain management, and yoga 10) Cultural offerings - development of cultural offerings such as dance, films, music 11) Crafts 12) Development of Education topics: Computers/technology, finance, history, gardening, weatherization 13) Fundraising Ideas
- Days and Times: Varies. Service hours can be completed off-site.

St. Ann Neighborhood Youth Center

365 N. Cool Spring Street

Project #562: Tutoring Children in Grades 2 -5 from disadvantaged backgrounds  

- Project info: The St. Ann Neighborhood Youth Center is a collaborative effort with the Church and the School to provide educational support to students and their families. Now in its 19th year, the program has evolved into a two-day per week program including transportation to the program and home, snack, recess, tutoring and a complete dinner, as well as educational opportunities, family support, and a week long summer camp. The Neighborhood Youth Center is totally funded by grants and donations. We serve students from TC Berrien and Walker-Spivey Elementary Schools. Our preferences are to serve children who are disadvantaged and behind in reading and math. All faiths are welcome.
- Volunteers will: Tutor children in grades 2 through 5 in reading and math.
- Days and times: Tuesdays and Thursdays 3:00pm to 5:30pm

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

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– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

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– One Day/Short Term

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– Long-Term Service Commitment

- Other information:
 - Background check required
 - Completion of Safe Environment Training course provided by agency.

Trinity Child Care
3727 Rosehill Road

Project #290: Trinity Community Center



- Volunteers will: Tutor students who are performing below grade level.
- Dates and Times: The project is available from October to May yearly. Tutoring is during afterschool hours.
- Other information: All volunteers must complete a volunteer application. If volunteering long-term, a criminal background check is required.

United Way of Cumberland County
222 Maiden Lane

Project #693: General Assistance



- Students will: Assist with daily operations.
- Days and Times: Monday-Friday 8:30am to 5:00pm
- Requirements:
 - Professional dress code
 - Completion of volunteer application

Uplifting Society
231 Westlake Road, Suite 202

Project #724: Tutoring













- Students will: Provide non-classroom, academic instruction to youth participants on an individual or small group basis.
- Days and Times: Mondays 6:30pm to 7:30pm; Thursdays 6:00pm to 7:00pm

Project #725: Life Skills Training



- Students will: Teach skills to youth participants using instruction, demonstration, feed back and reinforcement.
- Days and Times: Mondays 6:30pm to 7:30pm

 – On-Campus	 – Placement Interview Not Required
 – Within Walking Distance	 – Volunteer Application Required
 – Transportation Needed	 – Background Check
 – Long Distance	 – One Day/Short Term
 – Group Project	 – Long-Term Service Commitment

Veterans Empowering Veterans

610 Person Street

Project #139: Grant Writing Team



- Volunteers will: Assist with grant writing applications for at least two upcoming grants. VEV is interested in applying for a Community Block Grant and a FEMA grant to gain operational funding and funding for a new building
- Dates and Times: Flexible

Project #140: Advertising Team



- Volunteers will: Assist with marketing of Veterans Empowering Veterans including print materials and radio PSAs. VEV has logos, brochure, and newsletter
- Dates and Times: Flexible

Project #141: Teaching Team



- Volunteers will: Assist with developing and delivery of training classes for clients. VEV would like to offer training sessions on financial literacy, budgeting, credit management, resume writing, and other topics relevant to their clients.
- Dates and Times: Open - Hope to hold classes 1-3 times a week

Project #: 644: Business Partnership - Entrepreneurship Training



- Students will: Assist with setting up an administrative outreach team to help others understand what is needed to run a business or non-profit. Students will assist with training participants the skills needed for working in an office environment and learning computer skills. Students will also assist with training participants in the process of setting a business or non-profit, planning and decision making.
- Days and Times: Monday - Friday 9:00am to 3:00pm

Project #709: Administrative Support



- Students will: Assist with basic administrative duties including but not limited to answering phones, filing, paperwork, writing reports, life skills services, and other office related work.
- Days and Times: Monday, Wednesdays and Fridays 10:00am to 3:00pm

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

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– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

ST

– One Day/Short Term

LT

– Long-Term Service Commitment

WOW Workshops on Wheels

Project #764: Design Your Own Project

- **Project Info:** Workshops on Wheels assists students in project development and community outreach. We provide public speaking tips and other professional development workshops that will help students be creative in their own project. Projects can focus on youth, older adults, outdoor activities, homeless shelters, etc. Students are responsible for brainstorming ideas, contacting community partners, development project and communicating with site supervisors.
- **Days and Times:** Student can work on their own schedule.

FSU

– On-Campus



– Within Walking Distance



– Transportation Needed

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– Long Distance

#S

– Group Project



– Placement Interview Not Required

VAR

– Volunteer Application Required



– Background Check

ST

– One Day/Short Term

LT

– Long-Term Service Commitment