

Omega CDC Scholars of H.O.P.E. Volunteers

REPORTS TO: 21st Century Program Manager

ESSENTIAL QUALITIES

Omega CDC requires the following qualities of each Scholars of H.O.P.E. volunteer:

- Past experiences and actions reflect a commitment to the Omega CDC mission and core values.
- Demonstrates a sense of urgency and relentless pursuit of significant student achievement in a high need, urban environment.
- Reflective, self-aware and adaptable to others' communication and work styles.
- Critical thinker and problem solver who takes initiative.
- Belief in the power of collaboration and strives to build a collaborative culture with Omega CDC community, staff, families, students, Dayton Public Schools employees, and other partners.

ESSENTIAL FUNCTIONS

The Omega CDC Scholars of H.O.P.E. volunteers are responsible for providing support, tutoring, or enrichment to students attending the after school program located at the Fairview School site. The essential functions are:

I. PROGRAM IMPLEMENTATION

- Provides assistance to students on a one-to-one or small group basis providing mentoring, tutoring, or help with youth development or recreational activities.
- May help develop lesson plans and focus on a specific activity, e.g. art, sports, etc.
- Attends required orientation and ongoing training.
- Responds to direction by teacher to provide support or encouragement with youth.
- Offers mentoring to students and serves as a positive role model.
- Engages students in games, art activities, youth development activities under direction of staff or contracted partners.
- Helps with meals and snacks as needed.
- May provide additional support to children with disabilities
- Helps staff ensures the safe arrival and departure of students from one program activity to another.
- Participates in evening family engagement activities.
- Maintains friendly but professional relationship with students, parents/family members and staff.
- Participates in program evaluation and continuous quality improvement activities.
- May perform clerical support, call parents, or assist with documentation as needed.
- Completes other duties as assigned.

Qualifications:

- Sixteen years of older—college students, adult, and older volunteers are preferred.
- Individuals who are seeking learning experiences in education, social work, counseling or psychology are desired as volunteers.
- Interest in children and willingness to assist with the program.
- Must sign non-guilty and non-conviction forms