



<b>Volunteer Opportunity</b>	<b>Overview</b>	<b>Age</b>
Adult Basic Education	Provide GED instruction/ tutoring to residents or B.E.S.T. students. Experienced teachers or tutors are desired. Additional training and support will be provided from Lead GED Volunteer. Position is on an as needed basis, and volunteers contacted accordingly.	Must be 18 years or older.
Bagged Lunch Distribution	Set-up previously donated bagged lunches by sandwich type, distribute, and record the number of people/lunches served.	18 years or older, or 11-17 years old with adult supervision.
Breakfast	Supply, prepare, and serve breakfast to our residents. Breakfast is served at 7:30am on weekdays and 8:00am on weekends. There are 20-25 residents at breakfast on average. Meal plan is up to the volunteers.	18 years or older, or 11-17 years old with adult supervision.
CareerStart Instructor	Co-facilitate classes in our employment and training programs including B.E.S.T., using the CareerStart curriculum. Teaching experience is desired and brief training is required. This is on an as needed basis and coordinated w/ our Employment Specialist.	Must be 18 years or older.
Carol's Clothing Closet Host	Sort, organize, and hang clothes in the clothing closet, and assist clients in selecting interview/job appropriate/casual clothing.	18 years or older, or 11-17 years old with adult supervision.
Center Host (Safe Harbour)	Monitor laundry services and shower use. Distribute towels, toiletries, and detergent to each client, and manage the waiting list. Distribute pantry bags to community clients, and perform basic data entry. Occasionally, assist the Homeless Prevention and Diversion Specialist. Must be trained for this position.	Must be 18 years or older.
Child Care	Provide childcare for our children residents while parents attend courses, appointments, or much needed alone time. This position is on an as needed basis, and volunteers contacted accordingly.	18 years or older, or 11-17 years old with adult supervision.
Client Move Outs	Assist the move out process for residents, both individuals and families, leaving the facility. This position is on an as needed basis, and volunteers will be contacted accordingly.	Must be 18 years or older.
Dinner	Supply, prepare, and serve dinner to residents. Dinner is served at 6:00pm daily. There are 40-45 residents on the weekdays, 20-25 residents on the weekends. Meal plan is up to the volunteers.	18 years or older, or 11-17 years old with adult supervision.
Employment Resource Center Mentor	Provide mentoring, and assist clients with job searches, resume writing, interview skills, etc. Also, manage the Checkout/Check-in of laptops. Must be comfortable with computers, and able to help with login/logout, introductory computer skills, and basic troubleshooting for clients. Requires brief training prior to volunteering, and a commitment to working 1-on-1 with clients.	<i>Must be 18 years or older.</i>
Financial Empowerment Mentor	Educate and mentor our clients on important financial skills to lead a self-sustaining life through regular classes. Experienced teachers and mentors required. Interested volunteers should coordinate with the Director of Programs.	Must be 18 years or older.

Front Desk	Answer questions, direct calls, monitor access into the facility, and assist clients, donors, staff members, and residents. Must be trained for this position.	Must be 18 years or older.
Fundraising Events/Friends of The Light House	Staff Friends of The Light House events in a variety of positions, including registration, serving, set-up, and break down. This position is on an as needed basis, and volunteers will be contacted accordingly.	Age dependent on event type.
Health and Wellness Instructor	Provide a class or group session on important health and wellness topics such as nutrition, mental health including mindfulness, emotional intelligence, yoga, etc. Interested volunteers should coordinate with the Director of Programs.	Must be 18 years or older.
Interior Cleaning & Organizing Projects	Help maintain the interior of our facility through deep cleaning opportunities, organizational projects, and basic maintenance. This position is on an as needed basis, and volunteers will be contacted accordingly.	18 years or older, or 11-17 years old with adult supervision.
IT Support	Provide Information Technology/Computer support skills in a variety of ways to support the staff, as well as clients. This position is on an as needed basis, and volunteers will be contacted accordingly.	Must be 18 years or older.
Lawn Care/Landscaping/ Exterior Maintenance	Help maintain the exterior of our facility through weeding, pressure cleaning, painting, and other services. This position is on an as needed basis, w/ volunteers contacted accordingly.	18 years or older, or 11-17 years old with adult supervision.
Market	Sort and organize fresh food donations, arrange on fresh market table, supervise while clients "shop," and refill table, as needed.	18 years or older, or 11-17 years old with adult supervision.
Office Support - General	Perform basic office support duties, such as light data entry, envelope stuffing, and packet assembly. This position is on an as needed basis, and volunteers will be contacted accordingly.	18 years or older, or 11-17 years old with adult supervision.
Pantry Sort and Organize	Pack grocery bags with the items from our pantry and prepare them for distribution to our clients. Also, sort and organize new donations, and check pantry items for expiration dates.	18 years or older, or 11-17 years old with adult supervision.
Resident Activities	Organize and provide fun activities for residents to participate in during the evenings, weekends or for special occasions such as movie night, game night, Bingo, art or music events, Mother's Day, etc. Interested volunteers should coordinate with the Volunteer Programs Manager.	18 years or older, or 11-17 years old with adult supervision.
Special Skills and Pro Bono Services	Provide special professional orientated services to benefit our clients and organization, such as: accounting/tax assistance, grant writing, dental care, legal assistance, etc. Interested volunteers should coordinate with the Director of Programs.	Must be 18 years or older.
Translator	Specifically in-need of Spanish translators. This position is on an as needed basis, and volunteers will be contacted accordingly.	18 years or older, or 11-17 years old with adult supervision.
Vegetable Gardening/Towers	Care for our outdoor raised gardens April-October and our tower gardens year-round. Physical labor is involved, and experienced gardeners are preferred. This position is on an as needed basis, and volunteers will be contacted accordingly.	18 years or older, or 11-17 years old with adult supervision.

## The Light House - Homeless Prevention Support Center

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