



## Programmatic Teacher Volunteer

**Location:** Any of our 5 Early Head Start Centers

**Commitment Level:** Long and short term commitments

**Time:** Times will vary based on commitment level. (Center hours are 8a-4p)

### Volunteer Duties

- Communicate directly with lead teachers to help assist with the daily activities of the classroom.
- Help set up and put away games and activities (toys, blocks, puzzles, painting etc.).
- Participate in games and activities by playing with children, talking to them, showing them how to properly use supplies, and teaching them how to play games.
- Reinforce proper hygiene by helping children wash their hands and use tissues or paper towels properly, reminding them to cover their mouths when coughing, and to keep things out of their mouth.
- Reinforce proper behavior by teaching children to share and play nicely or teach them to redirect their focus if there is an argument.
- Comfort children when they are upset or crying by hugging, holding or rocking them.

### Skills Required

- Love of children
- Good oral skills
- Basic writing
- Decision making
- Strong communication skills
- Basic cleaning
- Teamwork
- Planning and organizing
- Empathy
- Basic reading
- Problem solving
- Critical thinking

### Additional Requirements

- Standards of Conduct
- Affidavit of Good Moral Character
- Volunteer Application
- Confidentiality Statement
- Volunteer Affidavit

- Child Abuse & Neglect Reporting
- Photo/Video Release Form

- Requirements Acknowledgement
- Acknowledgement of Receipt of Handbook

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