



Omega CDC - 21st Century Grant Volunteers

REPORTS TO: 21st Century Program Director

ESSENTIAL QUALITIES

- Omega CDC requires the following qualities of each 21st Century 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 21st Century volunteers are responsible for providing support, tutoring, and/or enrichment to students attending the 21st Century programs located at the Fairview
- Aids students on a one-to-one or small group basis providing mentoring, tutoring, or help with youth development or recreational activities.
- Assists in the execution of lesson plans, focusing 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 to youth.
- Offers mentoring to students and serves as a positive role model.
- Engages students in games, art activities, and youth development activities under direction of staff or contracted partners.
- Assists with cafeteria monitoring and timely reporting of Youth to the next activity.
- Provide additional support to children with disabilities, if required.
- Helps staff ensure 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.
- Performs clerical support, calls parents, or assists with documentation as needed.
- Completes other duties as assigned.

Qualifications:

- Sixteen years of age or older—college students, adults, and older volunteers are preferred, and are seeking learning experiences in education, social work, counseling or psychology are desired as volunteers, OR are professional educators, social workers, counselors or psychologist and are seeking a volunteer opportunity to give back to the community, OR are interest in children and willing to assist with the program.
- Each volunteer must: 1) sign non-guilty and non-conviction forms and 2) pass a FBI and BCI background check.