

GREAT FUTURES START **HERE.**



BOYS & GIRLS CLUBS
OF MIDDLESEX COUNTY SERVING
CAMBRIDGE • EVERETT • MEDFORD • SOMERVILLE

Volunteer Position Description: Club Volunteer

Mission of the Boys & Girls Clubs of Middlesex County:

The Boys & Girls Clubs of Middlesex County (BGCMC) is committed to providing young people a safe place to learn and grow. Our mission is to inspire and enable all young people, especially those who need us most, to realize their full potential as productive, responsible and caring citizens.

BGCMC is located within 4 Clubs across the cities of Somerville, Medford, Cambridge & Everett and serves over 5,000 youth per year.

Purpose	Club Volunteers will play an important role in the implementation, facilitation and evaluation of activities and programs for BGCMC Members. They will develop youths' positive cultural, ethnic, gender and personal identities through the creation of supportive relationships. Club Volunteers will respond to the unique needs of Club members, working in one-on-one programs, small groups (5 to 10 members), and large groups (10+ members).
Responsibilities	Host or support staff in fun/educational activities for kids in our Clubs. Club hours are 3 – 7 PM. Examples: Yoga, dance, basketball, lacrosse, scooter handball, double dutch, fooseball, puzzles, checkers, Lego tournaments, brain teasers, drama, reading buddies, Wii/Kinect games, science club, service club, digital art, digital music, arts & crafts, or use your special skill and imagination!
Skills	<u>Leadership</u> <ul style="list-style-type: none">· Serve as mentor for Club Members.· Assist Club Staff in leading daily and special activities, as requested.· Ensure the safety of Members by supervising Club areas and enforcing Club rules and regulations.· Be a role model for Club Members by portraying an attitude of respect, patience, courtesy, enthusiasm, and understanding. <u>Collaboration</u> <ul style="list-style-type: none">· Work as part of the Club team to create enriching experiences and programs.· Support Club Staff to facilitate activities in

	<p>accordance with the BGCMC Youth Development Strategy and BGCMC policies and procedures.</p> <ul style="list-style-type: none"> · Work with individuals representing diverse cultures, religions and lifestyles. <p><u>Communication</u></p> <ul style="list-style-type: none"> · Share any concerns and issues about Club Members with Club Staff quickly and discretely. · Accurately complete timesheets and documentation of hours volunteered.
Requirements	<p>Club Volunteers must have a desire to work with youth, be above the age of 18, and have the ability to implement recreational activities. Volunteers must complete the BGCMC Volunteer Application and pass a CORI (Criminal Offender Record Information) as well as SORI (Sex Offender Registry Information) check.</p>
Minimum Time Required	<p>1 – 4 hours per week for 12 weeks - <i>It is very important for our Club members to experience consistency and trust with adults.</i></p>
Target Dates	<p>Ongoing; September – May for school year</p>
Training	<p>Hands-on direction from the Volunteer Coordinator: orientation with Volunteer Handbook</p>
For Volunteer questions	<p>Dana Benjamin dbenjamin@kidsclubs.org 617.628.4665</p>