

## Jordan Boys & Girls Club

### **Facilities Volunteer:**

Boys & Girls Clubs of Boston members feel a sense of ownership and belonging within the walls of our Clubs, many of whom consider the Clubs a second home. Help us maintain/beautify our facilities through painting, clean-up, and other maintenance projects.

#### Responsibilities & Requirements:

- Minimum time commitment of 10 hours per week - volunteer hours can take place anytime from 8am-3pm, Monday-Friday.
- Must complete background forms - State/National CORI & SORI; forms must be accompanied by a copy of a government issued ID.
- Complete online application at [www.bgcb.org](http://www.bgcb.org).
- Submit one letter of recommendation.

### **Volunteer Shuttle Driver:**

Member safety is of primary concern to us at Boys & Girls Clubs of Boston and, although the majority of members report feeling safe in the Club, many do not feel safe in their own neighborhoods. By volunteering as a shuttle driver, you will help to ensure member safety!

#### Responsibilities & Requirements:

- Minimum time commitment of 10 hours per week - volunteer hours can take place between 2-3:30PM and/or 6-9PM, Monday-Friday.
- Must complete background forms - State/National CORI & SORI; forms must be accompanied by a copy of a government issued ID.
- Complete online application at [www.bgcb.org](http://www.bgcb.org).
- Submit one letter of recommendation.
- Must take online van training.
- Transportation experience is a plus!

### **Tutor/Education Volunteer:**

Help members gain a sense of mastery and accomplishment, while improving their academics! Volunteers will assist by providing individualized homework help to Club members between the ages of 6-18.

#### Responsibilities & Requirements:

- Minimum time commitment of 10 hours per week - volunteer hours can take place between 3-7PM, Monday-Friday.
- Must complete background forms - State/National CORI & SORI; forms must be accompanied by a copy of a government issued ID.
- Complete online application at [www.bgcb.org](http://www.bgcb.org).
- Submit one letter of recommendation.

**Admin Volunteer:**

Updated records are important to the safety of our members and proper Club operations. Help us keep our member info up to date by volunteering to provide database/data entry support.

**Responsibilities & Requirements:**

- Minimum time commitment of 10 hours per week - initial training hours can take place anytime between 2-9PM, Monday-Friday. After completion of training, volunteer hours can take place during anytime from 9AM-9PM.
- Must complete background forms - State/National CORI & SORI; forms must be accompanied by a copy of a government issued ID.
- Complete online application at [www.bgcb.org](http://www.bgcb.org).
- Submit one letter of recommendation.