



# **VOLUNTEER & INTERNSHIP OPPORTUNITIES**



# CONTENTS

**01**  
**WHO**  
**WE ARE**

**02**  
**POSITION**  
**DESCRIPTIONS**

**03**  
**WHY**  
**VOLUNTEER?**

**04**  
**WHAT**  
**WE DO**

**05**  
**GET**  
**STARTED**





Goodwill® is a 501(c)3 nonprofit that inspires hope and self-confidence, helping people from all backgrounds and walks of life to feel successful, valuable and dignified. We help people earn a living, improve their lives, and strengthen their families and their communities. Goodwill's programs are funded by selling donated clothes and household items at Goodwill® retail stores and online.

Goodwill® offers customized job training, employment placement and other services to people who have disabilities, lack education or job experience, or face employment challenges. With Goodwill's help participants go on to contribute to their communities as productive, tax-paying citizens.

Goodwill® meets the diverse needs of people, including youth, seniors, veterans, immigrants, and people with disabilities, criminal backgrounds and other specialized needs.

Goodwill® also generates revenue by contracting with businesses and government agencies to provide a wide range of commercial services.

### Youth Mentor



Our Good Guides Program works with at-risk youth & helps them get on track & think about their adult careers. Mentors can work with from 1 to 4 mentees & participate in regular engagement activities.

**Requirements:**

- 1) Pass background check
- 2) Complete mentor training
- 3) 1 year minimum commitment
- 4) Spend at least 4 hours monthly with the mentee

### Family Ally



This program is based on the work of Dr. Ruby Payne, "Bridges Out of Poverty" and the Circles Program. Circle Allies are community members who develop supportive, intentional relationships with individuals or families enrolled in the program. Circle Allies support families to accomplish their plan.

**Requirements:**

- 1) Complete Ally Training
- 2) Commit for at least 1 year
- 3) Spend at least 4 hours monthly with the family

### Tutor



Tutors work one on one with youth and adults with disabilities to help them master subjects such as Math and Reading, basic computer skills, or other subjects so that the individual can successfully master the material.

**Requirements:**

- 1) Commit to a basic work schedule based on mutual availability
- 2) Spend at least 3 hours monthly with the individual being tutored at the training locations

### Classroom Proctor



Volunteer Proctors assist our Lab Managers in facilitating our classroom training in subjects such as bookkeeping, safe serve, front desk clerk & many other job specific skills trainings.

**Requirements:**

- 1) Commit to a basic work schedule
- 2) Complete training on how to work the equipment
- 3) At least a 1 hour commitment weekly is preferred

### Clerical



A Clerical Volunteer may answer phones, greet incoming participants, direct participants to available services, type, use photocopiers, shredders and scanners. Schedule participants for classes and help find specific resources of need for participants.

**Requirements:**

- 1) Complete Office Skills Training Module
- 2) Commit to specified work schedule

### Job Search Assistant



Volunteer Job Search Assistants canvass the area for current position openings through phone contact, and assist individuals as they complete job applications, resumes & follow up.

**Requirements:**

- 1) Commit to a basic work schedule
- 2) Complete training on how to work the equipment
- 3) At least a 1 hour commitment weekly is preferred

### Ambassador



Volunteer Ambassadors represent the company to targeted customers in order to increase awareness, create a specific image & generate opportunities. Ambassadors may do public speaking, community canvassing & participate in community event booths.

**Requirements:**

- 1) Complete Ambassador Training (approx. 4 hours)
- 2) Ambassadors can commit to a year or to work a specific event

### Special Projects



Special Project Volunteers participate in events in the community such as donation drives, beach cleanups, housing repair & painting, etc. These events are constantly changing, and by agreeing to be a Special Projects Volunteer in your area, you are agreeing to respond to RSVPs and committing at the time of the event.

**Requirement:**

- 1) Complete Orientation Training (1.5 hrs)

## Why Volunteer?

Volunteering has a positive effect on your local community — and it's good for you too. Ben, a college freshman who did volunteer work, calls it "a win-win situation." He says, "You feel good because you're helping others, and the others feel good because they're getting help."

Giving back to your community is valuable in itself, but helping others also offers many benefits. For example, it can help you learn more about yourself and even put you on a path to your future career. Learn more about the reasons to volunteer below.

## Reasons to Volunteer:

### 1) Gain Valuable Life Experiences and Skills

Whether you tutor a youth to help keep him in school or mail flyers for a local program, you can experience the real world through hands-on work. And you can explore your major or career interests at the same time.

### 2) Meet Interesting People

Both the people you are helping and your fellow volunteers can give you new insights. No matter what groups of people you're working with, you'll find that they have information and ways of looking at the world that can broaden your horizons.

### 3) Receive Academic Credit

Some high schools offer academic credit for volunteer work through service learning — a program that offers hands-on learning through service to the community. To find out if your school offers service learning, talk to your school

counselor. Colleges also often require you to participate in volunteering in your field of study. The Prosperity Center offers opportunities that can offer students, in many different fields of study, real life work experiences – from Recreation to Physical Therapy, Performing Arts, Social Work, Teaching, Marketing, and Information Technology.

### 4) Show Colleges Your Commitment Level

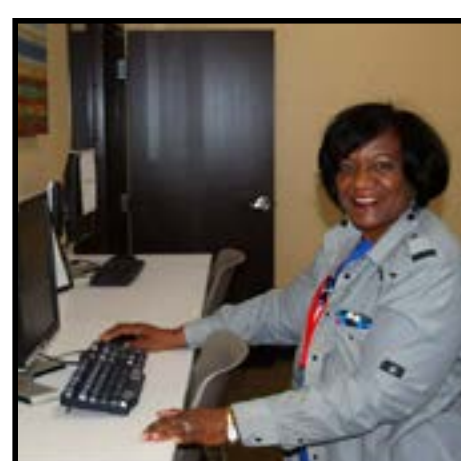
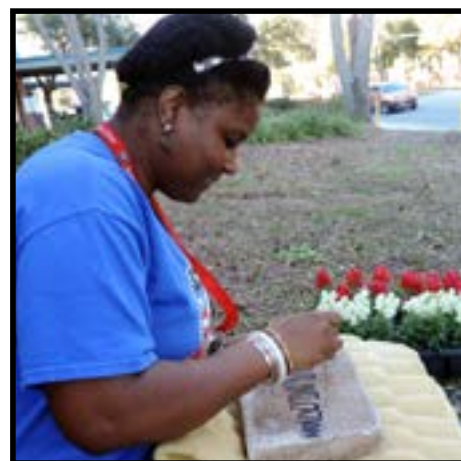
Your volunteer work illustrates your interests and character. When you list your volunteer work on your college applications, you show Admission Officers the value you'll bring to their campus community. When you list your volunteer work on your resume, you show potential employers that you are willing to put in the extra work that may make you the best candidate for the job.

### 5) Make a Difference

It's eye-opening to realize that doing even small things can have a big impact on others. Rhea, a college sophomore, still remembers a visit she made to a senior home with a choir when she was in middle school. "An elderly man in a wheelchair looked up at me after the last strains of 'Frosty the Snowman' and said in a gravelly voice, 'You've made my day. This means so much.'" She recalls, "No one had ever thanked me in such a way for doing something so small, and a stranger no less!" Volunteer to help others learn so many things – music, math, financial skills – and you can make someone's day. Volunteers like you help Goodwill provide many free services to your community that would otherwise be impossible. The gift of time and skills change lives.

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## How to get started...

**Step 1:** Complete the Volunteer Application at [www.goodwillbigbend.com](http://www.goodwillbigbend.com)

**Step 2:** Follow up with a phone call or email to our Volunteer Developers nearest you:

Tallahassee / Quincy / Thomasville / Bainbridge: Phone: (850) 576-7145 Email: [acprosperity@goodwillbigbend.com](mailto:acprosperity@goodwillbigbend.com)  
Panama City / Chipley / Marianna / Valparaiso: Phone: (850) 522-3900 Email: [acspringfield1@goodwillbigbend.com](mailto:acspringfield1@goodwillbigbend.com)

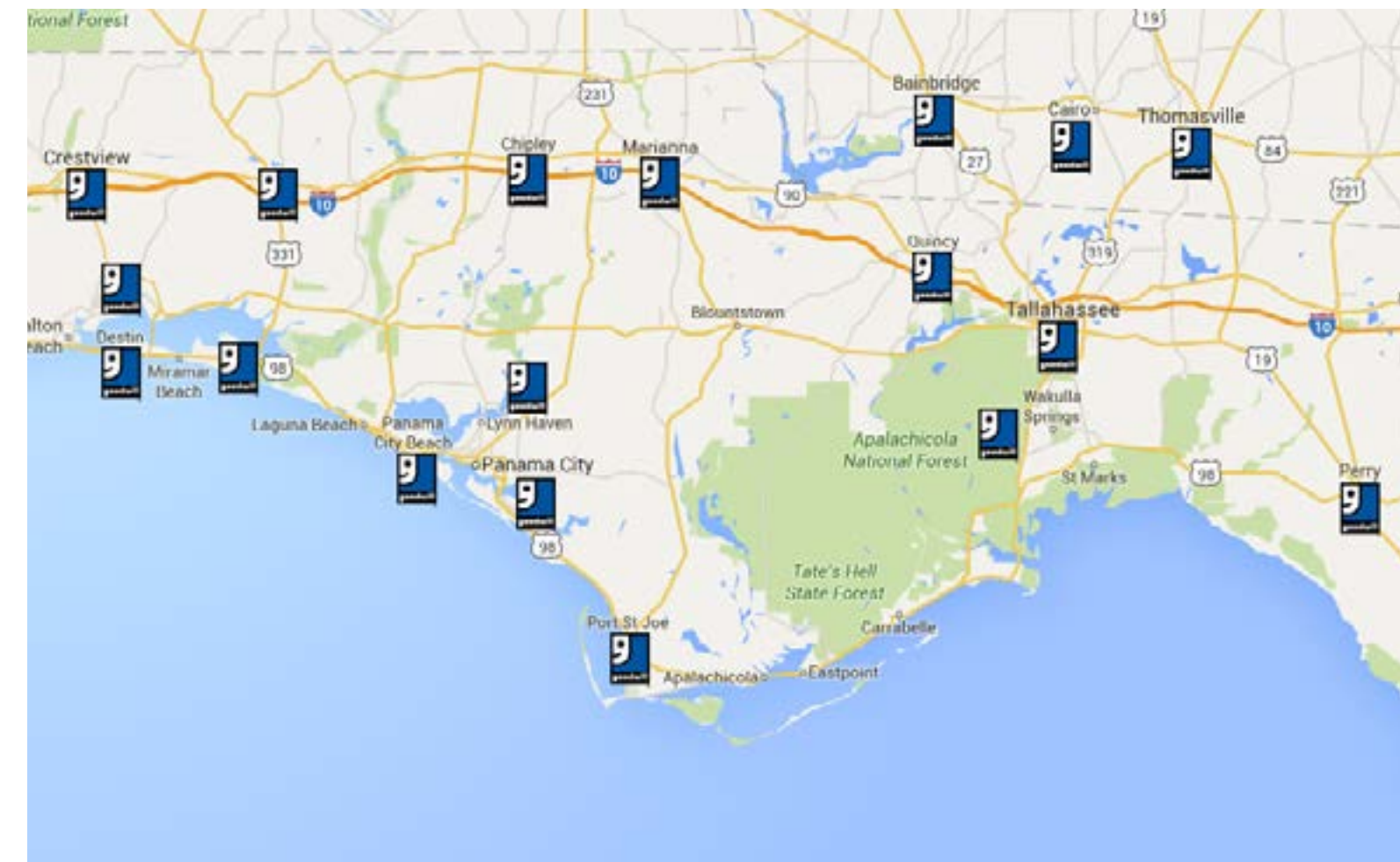
**Step 3:** Coordinate a time to meet with the Volunteer Developer for Volunteer Orientation. Please note, meetings can be arranged from any local Goodwill® Career Training Center, just call or email the Volunteer Developer closest to you for instructions.

**Step 4:** START MAKING A DIFFERENCE!

After orientation, the Volunteer Developer will give you your volunteer job description and will coordinate a schedule with local staff.

Sponsored by a partnership between Goodwill Industries - Big Bend, Inc., AmeriCorps, and Volunteer Florida.





# VOLUNTEER

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