Arts & Crafts Room Volunteer Description

Supervisor: Club Director/Youth Program Director/Arts & Crafts Room Staff

Objective: To work with kids in groups or one-one in activities such as sketching, painting, collages, sewing, or pottery.

Responsibilities:
• Teach members creativity with arts & crafts
• Teach members about and model working with others and sharing
• Encourage good behavior by pointing out positive actions
• Be prepared for a variety of arts & crafts projects
• Use your own experiences and backgrounds to help members create successful arts & crafts projects

Expectations:
• Treat all children in fair and consistent manner
• Define all rules and guidelines of projects
• Speak up during arts & crafts projects
• Lead arts & crafts room in capacity that supervisor requires
• Communicate with all arts & crafts room participants – members, other volunteers, and staff members
• Discuss concerns directly with supervisor and/or Clubhouse Director
• Take responsibility for your actions
• Don’t be afraid to step in where you see necessary

Qualifications:
• Knowledgeable of a different arts & crafts mediums
• Ability to maintain order of members
• Friendly and open demeanor
• Ability to work as part of a team with other volunteers and staff members
• Patience and understanding of today’s youth
• Ability to serve as a role model
• Follow through on time commitments

Driving (Preferred, but not required)
• Must be 25 years and older
• Must have 3 or more years of driving experience
• Must be comfortable driving 15 passenger van with members ages 7-17

Training and Preparation:
Volunteer orientation, club tour, volunteer handbook, and one-on-one meeting with supervisor

Evaluation:
Volunteer self-survey and supervisor survey. Volunteer exit survey upon completion of assignment

Commitment:
1-10 hours per week