

When presenting yourself at an organization to offer your volunteer services:

--Ask to speak with the Director of Volunteers; introduce yourself and your school, by name; explain the reason for your call, using a few words about our Ferrer Service Program.

Once you've been accepted and have agreed to certain hours and responsibilities:

--have the person who will be your Supervisor (& and alternate, if needed) complete and sign your Ferrer Service documents.

The following day, turn in all documentation to **SVF Service Office**, Gym level.

I After-School Tutoring, etc. Programs

A. Your former elementary school:

Students may choose to do service at their former elementary school if they so wish. This provides excellent assistance to both the principal and the students you work with; it's also an effective means of good publicity for St. Vincent Ferrer HS.

B. American Red Cross, Family Respite Center - 4 E 28th St - 212-213-0755

After-School Program - Homework help 4-6pm, for children 5-13 year of age.

Director of Volunteers: Maritza Jim; Volunteer's minimum age: 15 years.

C. Cornerstone Learning Center (Columbus Circ/Lincoln Ctr/Fordham area)

Tel: 212-362-3920 for: 3 West 65th Street (near Central Park W) NY, 10001 and
20 West 84th Street #3C (Central Pk W/Col Ave), NY10024

A mentoring/tutoring program serving 6, 7, & 8th Grade students of upper West Side. Cornerstone's services focus on helping youngsters succeed in school and in life.

Volunteering: "We seek committed Junior & Senior (older teens are better suited to this program's age group.) HS student volunteers...with understanding, compassion, good English speaking skills, commitment, flexibility & who desire to make a difference."

Volunteers assist with **reading, writing & math skills**. Each volunteer is matched with one student for one 90 minute session, once a week. Training provided; professional help always available for assistance.

To Volunteer online, visit www.cornerstonelearning.org/Cornerstone_VolunteerApp.pdf or call us at the above number.

D. City of NY/Parks & Recreation Department:

(For more detailed information visit www.nyc.gov/parks.)

Park: Prospect Park, **Location:** 95 Prospect Park West, Brooklyn

Group: Prospect Park Alliance, **Contact:** Carol Anastasio: 718-965-8960

When: All volunteers in Prospect Park must first attend an orientation session.

Options: 1) Wkday Outdoor Vol; 2) Wknd Outdoor Vol; 3) Woodlands Vol 2x/mo required.

Park: Riverside Park, **Location:** Riverside Drive from 72nd to 153rd Streets

Group: Riverside Park Fund - Weekend Rovers. **Contact:** Crista Carmody 212-870-307

When: Two wknds/mo, 10 am to 2 pm

Description: Work in all sections of the park, assisting with horticulture & general maintenance.

Park: Central Park, **Location:** 59th Street to 110th Street

Group: Central Park Conservancy. **Contact:** Susan Boudreau: 212-360-2768

When: Saturdays **Description:** General horticulture and maintenance work.

Volunteer Opportunities with Recreation: Please call **212-360-1361** to make arrangements.

Computer Resource Centers

Parks & Recreation runs 27 Computer Resource Centers throughout the five boroughs. These are equipped with state-of-the-art equipment and are open to both children and adults.

Instructional classes are offered all year in word processing, graphic design, and Internet use.

Volunteers are needed to:

--Teach computer skills to adults and senior citizens. You can teach or assistant-teach a class.

Topics include HMTL and Photoshop, Windows XP, basic word processing, using the Internet, investment strategies, and computer shopping. Curricula & materials are provided.

Time commitment: Flexible. Most classes are two hrs, meet once or twice a week for 6 wks.

--Tutor children, ages 6-13, with homework. Commitment: 1 hour/wk, 3 - 6 PM, weekdays.

--Lead computer-based activities for after-school children's program, e.g. create a photo gallery of their work; organize an Internet chess tournament, assist children with Internet research for their school projects, etc.

Time commitment: 1 afternoon per week/ 3- 6 PM, weekdays

--Be a Newsletter Editor for a day. Each CRC publishes a monthly newsletter featuring student work.

Use your Adobe PageMaker and desktop publishing skills to keep our program looking good!

Time commitment: Flexible.

To find out more, contact: Computer Resource Center Program

Attn: Kami Griffiths, Adult Program Coordinator, Tel 212-255-3066 ext.121; fax: 212-255-3706

430 W 25th Street, New York, NY 10001 - kami.griffiths@parks.nyc.gov

After-School Programs

Parks & Recreation's After-School Program challenges children to include educational, recreational, and cultural programming as part of their daily schedule. This program runs throughout the year

Needed: Vols to serve as mentors, role models, tutors, teachers, theater consultants, coaches.

When: Monday - Friday, 3-6 pm

Sports Instruction

Parks & Recreation offers "Learn to Play" clinics for baseball, field hockey, golf, skating, soccer, swimming, tennis as well as programs for flag football, basketball, track & field, cheerleading, double dutch, boxing, aerobics, weight training, handball and volleyball. These run throughout the year

Needed: Vol coaches for one-day events or programs that run a course of wks or mos.

Play-School Programs

Parks & Recreation runs Play-School Program Centers in all boroughs throughout the year for 3-5 year-olds. They expose the children to interactive learning, arts, literacy activities, trips, and sports.

Needed: Vols to assist in leading activities and serve as enthusiastic role models for the children.

When: Monday - Thursday, 6-10 pm

E. East Harlem Tutorial Program: 2050 Second Avenue, NYC 10029

For elementary & middle school students: homework help, arts/cultural activities, reading and creative writing activities.

To volunteer: visit www.ehtp.org Download application and forms with the link: Volunteer.

F. Isaacs Center After School Programs

After school Learning Center, 1792 First Ave (at 93rd St.) 212-360-7620

Students work individually with youth on homework & academic subjects:

reading, writing, math and science, as well as on constructive activities

Learn more at: www.isaacscenter.org Follow links: **Get Involved/Volunteer**

G. Lenox Hill Neighborhood House – Youth & Family Services

331 East 70th Street 212-744-5022, ext. 1238, Anthony Snowden

Early Childhood Center (3-6yrs., 3-6pm) Vol Positions fill early each semester.

After-School Program: (5-12 yrs. Old, 3-6pm) - Teacher's Aide / Homework helper

Application must be completed (SME has copies) Minimum age: 16 yrs.

H. Lincoln Sq Neighborhood Programs: 250 West 65th St (Amst'dm/Wst End)

Tel: (212) 874-0860, ext 109; Fax (212) 799 - 6574

Directions from SVF: Crosstown Bus M66 at 67th & Lex. to West End Ave. Walk 1 block to 65th St.

Children's Services: a safe, nurturing, educational environment for school-age children, 6-13.

After-school programs offer inspiration & opportunity to learn, play and make friends. They support academic growth; nurture appreciation of the arts; encourage healthy social interaction; build self-esteem; enhance a sense of community.

Asst Dir = Barbara Singletary, 212-874-0860, ext 124.

(Fordham Law Sch, Lincoln Ctr for Performing Arts, Walt Disney Co,

WABC-7 American Bible Society also share knowledge, time and support.)

For more information, contact Coordinator of Children's Services, Lincoln Square Neighborhood Center, 250 West 65th St, NY, NY 10023, 212-874-0860, Ext 124

School Year Services – (HS Jr /Sr vols only, due to the age-group involved the help.

Open afternoons during the school week, half days and school holidays;

Serves children 6 - 13 years; Escort children from three local schools to our Center;

provide nutritious meals and snacks; offer homework assistance and access to a wide array of academic, arts, recreational activities, and our Technology Learning Center.

Mentoring USA: Caring mentors take a creative approach to one-on-one after-school mentoring.

Lincoln Center Outdoor Festival of the Arts

Our children create puppets, costumes and acting roles with the Boston Puppetry Cooperative and participate in the exciting annual Lincoln Center Outdoor Festival's Play Day in a giant puppet pageant on the Josie Robertson Plaza in front of an audience of hundreds.

I. Sunnyside Community Services - 43-31 39TH ST, betw 43rd Ave & Queens Blvd

After School Programs, the Beacon Community Center, ESL, Citizenship Preparation, and more.

To volunteer, call (718) 784-6173, ext. 401

J. 92nd Street Y – Big Sis/Big Sib Programs, and much more... Options include weekly commitments as well as one-shot opportunities. For all teen Volunteer opportunities, visit their website: www.92y.org/content/teen_community_programs.asp

K. West Side YMCA - at 5 West 63rd St, NYC, 10023 **Tel:** (212) 875-4100
Director of Volunteers, After School Program: Giselle Oquendo, 212-875-4398

Family Events

City Harvest Food Drive: Week before Thanksgiving

Non-perishable food items are collected during the week. The canned goods are then given to City Harvest, the world's oldest and New York's only food rescue program.

National Family Week - November 24th and 25th

Believing that, "children live better lives when their families are strong, and families are strong when they live in communities that connect them to economic opportunities, social networks, and services," the YMCA hosts this week-long event that supports the family.

Activities have included book readings, crafts, baby disco parties, family movie nights, etc.

Parents' Night Out – a Friday evening in early December

Children are left in our care for a night of fun, games, pizza. We entertain them while parents enjoy a night out or an opportunity for some holiday shopping.

Family Fun Fridays

Families are invited to spend the first Friday of the month at the YMCA. Each month has a new theme with games, activities, movies and snacks. Events are held on the 5th fl of the new building. Volunteers help make this possible, 6:30-8:30pm. Children are accompanied by an adult.

Scientific Saturdays 9:30-11:00 am

Children and adults explore science together - a free program. Fall for Science; Maize is Science. Children are accompanied by an adult.

Families for Families Annually, with community partners, volunteers and members, West Side YMCA helps parents and guardians make the holidays brighter for their young people. Through this program we provide new gifts to families in need, so that every young person feels loved and will have something unique to open during the holidays.

To volunteer or shop for a young person, contact **Abbey Robarge** at 212-875-4218 or arobarge@ymcanyc.org

West Side YMCA at **Grosvenor House**, 176 West 105th St (at Amsterdam)

Dir of Volunteers: Kristin Hobgood, 212-749-8500, ext 15

Mon – Thurs, children (4-12yrs of age) begin arriving from 2:30pm.

Actual activities begin at 4pm and run until 6pm.

Volunteers assist with homework and activities.

The International YMCA, a Branch of the YMCA of Greater New York, works with young people to build global citizens committed to service. Visit www.internationalymca.org

L. Youth At Risk Tutor Program, 116 John Street, Suite 2200

Dir of Volunteers, Gail Thompson 212-791-4927, ext 222, or gail@nyyouthatrisk.org

1. **HS Tutors**, 15-18, all subjects, 10am - 6pm – Hours are flexible; need for volunteers increases as the year progresses.

2. **Production Team Assistants**: Saturdays only, to support staff, leaders, etc. with special events: prepare the office, set up the room, etc.

II Museums and Libraries

A. Children’s Museum of Manhattan

212 West 83rd Street (Tisch Bldg.)

Volunteer Coordinator: David Rios, 212-721-1223, ext 237

This museum has a year-round internship program, of which **the Fall portion** can be a volunteer program. You commit to the Internship, but may choose to leave after the Fall portion, if you wish. (The weekly time commitment is greater than most...)

Note: The program is limited in size, fills rapidly and early in September, and not all who apply are accepted. Those seriously interested should apply as soon as possible!

Service Description: Wed and Thursday, meet at the Museum, 4-5:30pm;

Sat, 12-5pm – train & prepare for the project you’ll be presenting to the children, then go, as a group, to do the project with the children, at their site.

B. China Institute 125 East 65th Street, 10065 www.chinainstitute.org (click the links “About Us”, then “Volunteer”)

China Institute encourages those interested in volunteering to request a list of volunteer opportunities and an application. Submit name and address to

Volunteer Coordinator: 212-744-8181 or email kduane@chinainstitute.org

Positions are available in the following departments: Membership, Gallery, Education, Development, Special Events. Projects may include research, general office & administrative work, mailings, teacher support, docent work, etc.

Minimum wkly commitment of 2-4 hours is recommended for most positions.

C. NY Public Library System (Check www.nypl.org – below is only a sampling...)

Brooklyn: visit ww.brooklynpubliclibrary.org/support/volunteer

Options include: **Homework helper**: 3-6pm, (16+yrs); **Computer Coach**: (14+yrs.) in Word, Internet, Microsoft; **T4-Today’s Teens, Tomorrow’s Techies**: (requires 2-week summer wkshop to prepare); **First Five Years**: work with young children

Requirements: 14 yrs; permission letter from home; complete the application online, or print/mail it to: Volunteer Resources, Brooklyn Public Library, Grand Army Plaza, Bklyn 11238 After reviewing application, they will match a “job” and invite you to info session.

Queens: (www.queenslibrary.org/asp?page_nmteenlink+)

Broadway Community Library: 718-721-2462

Requirements: 14 yrs; Working papers; Letter of consent from home, Application & Interview
Volunteer Coordinator: 718-990-0815

Bronx: **Countee Cullen Public Library**

III Elder Care Programs

- A. Alzheimer's Association** - 360 Lexington Avenue www.alznyc.org/volunteer
Director of Volunteers: Della 646-744-2928; Options vary according to the volunteer's time/interest: Assist at special events, Health & Street Fairs, Translation, Office work, etc.
- B. (in Staten Isl) - Carmel-Richmond Healthcare/Rehab Center** 88 Old Town Rd
Director of Volunteers: Elvira Cicero: 718-668-8509 or, ecicero@chcsnet.org
- C. Carter Burden Center for the Aging** - 445 East 85th Street NYC
Director of Volunteers: Eric Cooper 212-879-7400 ext 117
Volunteers for: wknd **Meals-on-Heels Program**, Sats, 10am - Noon. (69-79, E. River to 5th Ave.) In pairs or small groups (mostly adults), greet resident, offer the meal, and move on... (Must be able to carry 5-10 lbs and climb stairs.)
Alternate option: Prior to holidays/celebrations, help make cards, decorations, etc.
- D. De Witt Nursing Home** 200 E, 79th Street
Volunteers must be 18 years and older.
Director of Volunteers & Activities: Irina Kvint (7:30-5:30pm) 212-879-1166, X1368
- E. Kateri Residence** - 150 Riverside Dr, 646-505-3500-www.kateriresidenceny.org/volunteer
Volunteers work with residents or professional staff, providing one-to-one companionship for those with no family and few/no, visitors.
Recreation Dept - assist with activities & Computer Resource Center. There are numerous Opportunities; Vols select the hours best for them. Volunteers must be **15 or over**.
Dir. of Vols, Mary Fisher O'Brien, at (646) 505-3536, or e-mail mfisher@chcsnet
- F. Lenox Hill Neighborhood House - Computer Skills Class**
Director of Volunteers: Anthony Snowden 212-744-5022, ext 1238
Assist adults in computer class, 1x/week: 3:45-5pm or Basic Word, Internet, E-mail 5:30-7pm.
To Volunteer: complete application and make an appointment with Mr. Snowden
- G. Mary Manning Walsh Home** 1339 York Avenue, at 71st Street, NYC 10065
Director of Volunteers: Sister Michael Mary, 212-628-2800
HS Volunteers needed afternoons to visit on one floor, then help residents with their supper (5pm) on that floor. (Staff is always available, and residents are carefully chosen.)
Evening option: 6:30-8pm, volunteers are needed to assist in programs/activities scheduled.
To volunteer: Schedule a tour/orientation visit with Volunteer Dept.
- H. Stanley Isaacs neighborhood Center** - 415 East 93rd Street
Director of Volunteers: Anita Leifer, 212-360-7620, ext 45; aleifer@isaacscenter.org
The Center is open 9-5, wkdays to provides meals, educational, recreational and social programs for the elderly. Vols assist with activities, special events, & help with administrative office work.
- I. Schervier Nursing Care Center:** 2975 Independence Avenue, 10463
www.scherviercares.org/volunteer/html
Volunteer Dept: 718-548-1700, ext 270 or 313. Many opportunities are available for vols, e.g. Friendly Visitor, Table Server, Interpreter, assistant in the Gift Shop, Garden, Office, etc.

J. Sunnyside Community Services - 43-31 39th Street (bet 43rd Ave & Qns Blvd)

Sunnyside Community Services, Home Care Services, and Home Care Project, provide home care throughout NYC for children five years to seniors over 100 years of age.

Volunteer Services: Since homebound seniors need more than food, our large volunteer corps provides help through Senior Companions, friendly visiting, telephone reassurance, and escorted transportation to doctors when necessary.

Volunteers of all ages work in every program, serving meals at the Senior Center, providing respite for family members caring for relatives with Alzheimer's, offering classes/workshops at the Senior Center, tutoring children, working in the office, and much more.

To volunteer, call (718) 784-6173, ext. 401

Directions: SUBWAY: #7 train to 40th St/Lowery. Exit to the right of the token booth.

Walk 2 blocks (tow'd Manhattan; you'll see the Citibank building);
turn right onto 39th St at Master Billiard.

BUS: From Manhattan, QM 32 or QM 60 to 39th Street (at Citibank). Cross Queens Blvd and 39th St. toward Master Billiard, and walk north on 39th St.

IV Special Programs

A. The American Red Cross of Greater NY:

Youth volunteer opportunities are **open to registered volunteers of the American Red Cross** in Greater New York (ARC/GNY). Volunteer with the Youth Group at headquarters, or volunteer on an individual basis. Each area offers a different perspective of service with ARC/GNY.

1. Youth Group - Members must be 14 to 18 years old

Train as a lifesaving skills Instructor Aide and eventually an instructor at age 16;
train to teach the Prepare NY course and disaster preparedness programs to children;
tutor children at two shelter locations that partner with ARC/GNY,
assist at local emergencies and disasters; help with annual events;
recruit/train new members; provide administrative support to all departments.

2. To join the youth group: visit www.nyredcross.org; click Youth Services Program. or call 1-877-REDCROSS.

- Complete/submit online application and register for a Youth Orientation Session.
- Print, complete and have a parent/guardian read and sign their Consent Form.
- Read, print and sign the Policy Consent Form
- Bring all printed and signed forms, plus picture ID to your orientation session.
- Complete the orientation, choose a service area and complete the interview.

Volunteering on weekends: We have both after-school and wknd events, including our Annual Book & Toy Drive, charity walks, special Projects with Disaster Planning/ Response.

3. How much time do I need to volunteer?

ARC/GNY Manhattan Youth Group requires attendance at the monthly meetings and participation in at least one activity per month. Additional time that you contribute depends upon you. There are always many volunteer opportunities - plan involvement according to your availability. We hope that you'll be a very active member with us

5. For additional questions, contact our Volunteer Resources Dept: 212-875-2158 or youthvolunteers@nyredcross.org.

B. Concern Worldwide: is a non-governmental, international, humanitarian organization dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world's poorest countries.

Concern has opportunities for service in its office: 104 East 40th Street, Rm 903, nyc, ny 10016
Tel: 1-212-557-8000; Fax: 1-212-557-8004

C. Gallop Therapeutic Riding

Kensington Stables, 51 Caton Ave, Bklyn (F train to Ft. Hamilton stop)
718-972-4588 (info@gallop.org)

Works to enable disabled persons to experience and enjoy riding a horse.

Volunteer work: Mon-Fri, for one hour or more, teens (13-17) help with all preparations, assist the riders and then, lead the horses. Training is given on site before beginning, but volunteers must be familiar with and enjoy horses.

D. The Lighthouse 111 East 59th Street, 212-821-9200; **Volunteer Dir: (212) 821-9544**

a non-profit dedicated to helping people of all ages overcome the challenges of vision loss. We offer an array of opportunities tailored to you: day, evening or Sat.

For those 18 yrs and older:

Reading and recording services - Read (college level) to a visually impaired adult; fill out forms, conduct internet searches, etc; record printed material on audiocassette tapes;

***Youth programs** (Ages 7-18 yrs) -Use your artistic, athletic, computer and writing skills to assist the instructors in recreational, educational, social programs for visually-impaired youth.

Requires 2 reference letters and some experience with youth.

Lighthouse Store (Manhattan) - Assist in a retail capacity as a cashier by restocking shelves and assisting customers with purchases.

Braille services - transpose printed material into Braille. Volunteers who assist in this area will have the opportunity to learn the basics of Braille.

Call center rep – With thorough training, appropriately answer questions and direct calls that come in through the Lighthouse main telephone number.

For under 18 Students:

General Support - Office assistance, including telephone projects, filing, data entry, proofreading and organizing mailings. Microsoft Office is a plus.

Creative services - At special events or in the Lighthouse offices, lend your creative talents to projects requiring such skills.

To Volunteer! E-mail volunteer@lighthouse.org, stating interest; Complete the application you'll receive; Schedule an interview. **Or**, call Vol. Director, Cheryl Pemberton **(212) 821-9544**.

E. Mercy Home for Children – 243 Prospect Park West

aims to “assure quality of life for persons with developmental disabilities through recognition of person’s inherent dignity and absolute right to a life filled with learning and love.”

Volunteer for weekly or monthly recreation events. We welcome your ideas, and you’re welcome to become part of our ideas for learning and fun. We meet with prospective volunteers, who must complete an application and learn about our programs. Once accepted, volunteers work closely with agency staff. **Dir of Support Programs:** Miguel Torres Castro.

Creative Arts Center (vols14+)

Provides free art, music and dance therapy to children and teens with autism and other neurological impairments. Under licensed, experienced therapists, 45 min sessions are offered in each discipline.

Tues, 7-9pm, art program – assist therapist and participants.

The center is open **Saturdays**, from 10:00am - 2:00pm, 38 wks/year.

Tues. night dance: 1/mo, aft school help set up, serve snacks, dance with participants, etc till 9pm.

F. Reach Out and Read:

Reach Out and Read provides children the head start they need to succeed not just in school, but in life.” **158 ROR programs exists in ROR of Greater New York.**

Makes literacy promotion a standard part of pediatric primary care so that children grow up with books and a love of reading.

Volunteers are a vital part of the program. They transform clinic waiting rooms into literacy-rich areas for children and their families. ROR volunteers show parents the techniques and pleasures of looking at books together.

To Volunteer and choose a site www.reachoutandreadnyc.org/volunteers/volunteers.htm (Hospitals, Medical Center and doctor waiting rooms – Montefiore, Bellevue, Elmhurst, Lutheran Med Ctr, Metropolitan, Maimonides, etc.

G. The Ronald McDonald Houses of NY:

Provide warm, supportive “home” environment where volunteers create diversion, happiness & fun for families under great stress and children receiving difficult treatment.

1) Ronald McDonald House of New York City

405 East 73rd Street, 10021

Teen volunteers are very needed for office work and special events assistance!
(Volunteers under 18 years are not permitted to work directly with the children.)

Director of Volunteers: Ms Helen Stafford, **Tel:** 212-639-0204

2) Ronald McDonald Family Room of Maria Fareri Children’s Hospital

Westchester Medical Center, 1 Woods Road, Valhalla, 10595

www.ronaldmcdonaldfamilyroom.com; info@ronaldmcdonaldfamilyroom.com

Tel: 866-962-7337; 914-493-6455

3) Ronald McDonald House of Long Island (2 mins from Schneider’s Children’s Hospital)

267-07 76th Avenue, New Hyde Park, 11042; **Tel:** 516-775-5683; **Fax:** 718-343-5683;

To volunteer: email us (with “Volunteer” as subject) at mail@rmhlongisland.org, or, call (718) 343-5683 ext. 133 or (516) 775-5683.

H. Safe Horizon: 2 Lafayette St, 3rd Floor, NYC 10007

Phone: 212.577.7700; Fax: 212.577.3897 Visit their website: www.safehorizon.org

NYC’s largest provider of domestic violence residences – 425+ beds available in the five boroughs. The shelters offer counseling, housing assistance, life skills and parenting courses, childcare, and medical aid. Job readiness programs include computer training, high school equivalency classes, English as a Second Language, and workshops on pertinent topics.

I. Visiting Nurse Assoc of New York: Man Vol Services: 212-609-1570 (Kathy Harrington)

The nation’s largest nonprofit home health care provider offers home & community-based care throughout NYC & Nassau, including acute, long-term, hospice/palliative care, HIV/AIDS services, mental health, medical and social services for families/children with chronic illness and disabilities.

Bronx, 1200 Waters Pl, 10461: Naomi Bibbins (718)536-3277 or, Naomi.Bibbins@vnsny.org

Brooklyn, 1630 East 15th St, 11229;

Manhattan, 1250 B’way-32nd St, 7th fl, 10001 (Hospice Prgrm) To volunteer, contact:

--Ms Taren Sterry, 212-609-1908, or email: taren.sterry@vnsny.org

1675 B’way-56th St, 18th Fl, 10019 (Regional Office) To volunteer, contact

-- Ms Kathy Harrington, 212-609-1572, or email: kharrington@vsnynyc.org

Nassau, 375 N. B’way, Jericho 11753; **Queens,** Bulova Ctr 75-20 Astoria Blvd, JHgt11370

Staten Island, 1150 South Ave, 10314

J. WKCR Youth Mic – Columbia Radio: 114th Street at B'way

High school and University students plan and prepare radio talk shows on topics of interest to youth. The preparation is done Thursday evenings between 6 & 9pm; the program airs Monday evenings from 9-9:30pm.

If interested in volunteering, call Jesse Chanin at 1-646-400-1611

K. World Youth Alliance: 228 East 71st St., New York NY 10021.

Tel: (212)-585-8757; Fax: (212)-585-0785. E-mail us at wya@wya.net

“WYA is a global coalition of young people committed to promoting the dignity of persons and to building solidarity among youth from developed and developing nations. We train young people to work at regional and international levels to impact policy and culture. Through this lived experience of the dignity of the person, young people are able to affirm life at all levels of society.”

V Food Assistance Programs

A. Helping Hands of Ridgewood 62-54 60th Place (Flushing, 11385)

begun through a church, it is now a community based organization.

Director of Volunteers: Emily Sokolik, 718-417-9562 esokolik@nyccah.org

Fd Pantry, 12-6pm, Wed, Thurs, Fri; Community Grdn: harvest, weed, help maintain the garden).

B. Project Hospitality, 100 Park Avenue, Staten Island

Interfaith effort to feed the hungry, shelter the homeless and care for persons with HIV/AIDS.

More than 600 student, community, religious, corporate volunteers assist in

kitchen-meal prep, service, clean up;

food pantry-take clients “shopping”

family shelter-tutor, assist w rec activities (1 1/2hrs/wk)

homeless droop-in center-meal & clothing services

help plan & implement community & fundraising events

provide clerical help to programs and administrative offices

Contact Rev. Will Nichols: 718-448-1544, ext 115, (winichols@projecthospitality.org)

C. Yorkville Common Food Pantry: 8 East 109th St.

Tel: 212-720-9710; Fax: 917-720-9670; email: gortiz@ycp.org

Dignity Meal Program: MWF, 4:30-7:30- Serve dinner & assist with clean-up.

Pantry Program: Sat 9:30 to 1:30- Prepare & distribute grocery pkgs to clients.

- Assist with programs including Direct Mail, donation processing, database and special events;
- Assist with general correspondence with donors and various mailings
- Strong organizational, oral/written skills; Attention to detail.

Any hrs bet 9:30am-4:00pm; after wrk possible too. 1-3 days/wk (flexible); Tue-Fri preferred

D. Food Bank For New York City

355 Food Center Drive, New York City, NY, 10474
Website: <http://www.foodbanknyc.org>

Phone: 718-991-4300 **Fax:** 718-893-3442

Contact person: M. Smith

Office: 39 Broadway (near Wall Street)

Mission: As the nation's largest food bank, to provide food for over 240,000 meals served daily by 200+ nonprofit community food programs throughout the city. The Food Bank also conducts research, analyzes public policy issues relating to hunger, offers nutrition & food safety education.

Principal duties and qualifications:

- Assist with Direct Mail, donation processing, database, special events;
- Assist with general correspondence with donors and various mailings
- Strong organizational, oral/written skills and attention to detail.

Hours: any betw 9:30am-4:00pm or after work. 1-3 days/wk (flexible); Tue-Fri – preferred

Skills: clerical, editing, fundraising, sales, writing; **Age:** Adults (18-64)

To Apply: E-mail Brian Pham (bpham@foodbanknyc.org) re you & your availability.

VI. Animal Care:

A. Animal Care & Control of NYC, 326 E.110th St (1st – 2nd Av) 212-788-4000 (AC&C) is the largest pet organization in the North East, with an estimated 44,000 animals rescued annually. A not-for-profit since 1995, AC& C has been responsible for NYC's city shelter system, rescuing, caring for, finding loving homes for homeless, abandoned animals in NYC. We operate in all five boros: Bklyn, 2336 Linden Blvd, East NY, Manhattan –as above and Staten Island by the Outer Bridge Crossing.

Teen Program: Matt Wildman, Humane Educator/Youth Coordinator, 646-235-8133.

Vols walk dogs, socialize cats, help clean the cages, and help potential adopters.

Requires a 3 hr/wk time commitment, weekdays or wkends.

AC&C - Manhattan Animal Care Center 326 East 110th St, NY, NY 10029 (bet. 1st and 2nd Aves) (212) 788 4000

Hours: 8:00am to 8:00pm, 7 Days/ Wk Closed Holidays

Directions: #6 train to 110th St; walk 2 1/2 blocks east (South side of the street between 1st / 2nd Avenues)

AC&C - Brooklyn Animal Care Center - 2336 Linden Blvd, Bklyn, 11208; (212) 788 4000

Hours: 8:00am to 8:00pm, 7 Days/Wk; Closed Holidays

Directions: #3 to New Lots Ave; Exiting station, walk New Lots four blocks to Essex;. right, 2 ave blocks to Linden. Shelter's on South side, bet Essex St. & Shepherd Ave.)

AC&C - Queens Pet-Receiving Center - 92-29 Queens Blvd, Rego Park 11374 (212) 788 4000

Receiving Hrs: Wed & Thurs, 8am - 4pm; other days please visit the Brooklyn shelter.

AC&C - Staten Island 3139 Veterans Rd West, NY 10309; (212) 788 4000

Hours: 8:00am to 8:00pm, 7 Days/Wk; Closed Holidays

Directions : Rt. 440 South to exit 1N/Arthur Kill Rd. At stop sign, left onto Veterans Road West (Shelter is one block ahead on the left).

B. Animal Center of Queens - 718-424-3340 89-10 Eliot Avenue, Rego Park
Conveniently located alongside the Long Island Expressway at Queens Blvd / Eliot Avenue
and a short walk from the R/V/G trains at Woodhaven Blvd.

There is no application on the Internet for volunteers, so a telephone to the office
will begin the process for interested students: Lori Carpenter, 718-424-3340

C. Bobbi and the Strays – Atlas Park, Middle Village
To Volunteer, call Bobbi: 718-326-6070 (Office); (Cell) 917-213-9840

D. Humane Society of NY 306 E. 59th St. Tel: 212-752-4842
Susan Richmond, sr.hsny@verizon.net

E. Staten Island Council for Animal Welfare Gracie Sq. Mall, Victory Blvd.
Vol Coord, dog programs: Laurie, 718-982-7080; cat programs: Clo, 718-948-5623

F. Animal Haven: 35-22 Prince Street, Flushing, 7188-886-3683

There are numerous programs and activities in need of your energy and talents as seen
on the Adult Volunteer Application. All prospective volunteers (teen & adult) may fill out
an electronic application on our website. (Teen volunteers must download, print, and fill
out a copy with parental consent signature.) See below.

www.support.animalhavenshelter.org/site/PageNavigator/Volunteerpage

****Teen Dog Training Volunteer**: Flushing shelter offers a unique volunteer opportunity just
for teens! Students work with a top dog trainer to help teach our shelter dogs some manners
and increase their chances of getting adopted! The class meets once/wk and students are
required to make a minimum 8-week commitment. Choose days/times you're available, and
spread your time between the shelters and events.

Volunteering: You must be 18 years old to volunteer as an adult. However, Animal Haven
does allow teen volunteers to assist their parents in various volunteer roles. Please review the
(online) application for further details.

Fill our Volunteer Application (online or print & mail it to the shelter). Once received, we will
contact you for an Orientation (allow 1-2 wks for processing). Mail or bring in the completed
applications. All applicants are required to attend an orientation which covers Animal Haven's
policies, procedures, & philosophy. Some assignments may require additional training.

Minimum Time Requirements: We ask that you make a 1-year commitment. Some
programs have minimum hourly requirements indicated in the descriptions on the application.

Teen Volunteers - Being a Teen Volunteer is a great way to develop respect
and compassion for living creatures. Children under 18 may volunteer for certain
assignments as specified on the Teen Volunteer Application, if accompanied by a
parent. The parent must complete all volunteer requirements, including submission
of application and attendance at orientation. Parent and child must also complete any
additional required training.

VII Child / Day Care:

A. Catholic Charities Day Care:

Joseph DiMarco Child Care Center
36-49 11t Street (Front entrance)
11-09 37th Ave (Side entrance)

Volunteers: Ms Nilsa Urena, Tel: 718-786-1166

To work directly with children, vol must be 18 yrs of age.
Office assistance and other work can be done by teens under that age.

Hours are at vol's choice, weekdays 8am-6pm.

Process: Present a note on school letterhead stating the requirement for Community Service, to Ms Urena. She will then interview, provide a form to be completed by the family physician, and give further instructions in order to begin.

B. Additional Day Care Options:

Our Lady of Mt Carmel School
23-15 Newtown Ave, Astoria 11102
23-25 Newtown Ave, Astoria, 21102
Tel: 718-728-8376

St. Margaret Mary Church,
918 27th Ave, Astoria 11102
Tel: 718-721-9020

St. Francis of Assisi Church
21-17 45th St, Astoria 11105
Tel: 718-728-7801

Many more opportunities are available throughout the boroughs, through Catholic Charities and various other not-for profit organizations.

VIII Hospital options:

A. Elmhurst General Hospital = (part of NYC Health & Hospitals Corp.)

VOLUNTEERING AT HHC FACILITIES:

More than 8,000 volunteers contribute 1 million+ hrs of service to HHC facilities in numerous ways, some even creating special programs that utilize their own special skills and interests. A bonus is they often find that by giving to others, they enrich their own lives in ways that they had never expected.

What can I do as a volunteer? There are a myriad of opportunities at each facility:

- Personal services for patients, like reading aloud or writing letters;
- Escort patients to and from activities;
- Assist occupational and physical therapists; Assist with art therapy programs;
- Provide entertainment, such as music, magic, or comedy, to adults or children;
- Play with children and babies; Tutor pediatric patients;
- Interpret for patients who do not speak English;
- Assist chaplains; Patient counseling and advocacy; Garden and landscape;
- Clerical and computer work in virtually any department.

Requirements (vary by hospital, so check the one you're interested in):

Time Commitment - a set number of hrs weekly and a minimum length of service, for continuity of services for patients. Specific requirements vary among facilities and programs, but range from 3-6 hrs/wk for three to six months.

Training - Some programs, ie. language interpretation, patient advocacy or counseling, require special training. Training is provided at no charge and often give volunteers new skills that are valuable in their professional life.

Medical Requirements - Most facilities require a physical exam within the previous 12 mos, a PPD test for tuberculosis, immunization for tetanus, chicken pox, measles, mumps and rubella.

Are benefits provided? One free meal, if they work 3 consecutive hrs. Some programs provide academic credit, if arrangements have been made with your hs or college.

Can I volunteer at a facility in my neighborhood? Yes. There are HHC facilities in every borough of NYC. Find your closest facility; Call the Director of Vol Services & arrange an interview.

Bronx: Jacobi Medical Center

1400 Pelham Pkwy So, Bronx, NY 10461
Luisa Hernandez, (718) 918-4881, Rm. 156

North Central Bronx Hospital

3424 Kossuth Avenue, Bronx, NY 10467
Luisa Hernandez, (718) 519-4840, Rm. 3H-16

Lincoln Medical & Mental Health Ctr

234 East 149th St, Bronx, New York 10451
Linda Takourian, (212) 423-6894/6443, Rm. 4M13

Booklyn: Coney Island Hospital
2601 Ocean Pkwy, Bklyn, NY 11235
Gail D. Ehrlich, (718) 616-3161, Rm. 904

Kings County Hospital Center
451 Clarkson Ave, Bklyn, NY 11203
Corinna Grant, (718)245-3121/3122, Rm T-144

Dr. Susan Smith McKinney Nursing and Rehabilitation Center
594 Albany Avenue, Brooklyn, New York 11203
Ms. Angela Cooper, (718) 245-7170

Woodhull Medical and Mental Health Center
760 Broadway, Brooklyn, New York 11206
Ms. Ivelesse Mendez-Justiniano, (718) 963-8239

Manhattan: Bellevue Hospital Center
462 First Avenue @ 27th Street, New York, New York 10016
Ms. Priscilla A. Daniels, (212) 562-4858, Rm. 658

Coler-Goldwater Specialty Hospital and Nursing Facility
Coler Campus, 900 Main Street, Roosevelt Island, New York 10044
Ms. Pamela Hargrow, (212) 848-6011, Rm B1-6

Coler-Goldwater Specialty Hospital and Nursing Facility
Goldwater Campus, One Main Street, Roosevelt Island, New York 10044
Ms. Pamela Hargrow, (212) 318-4457, Rm. E2-28

Gouverneur Health Care Services
227 Madison Street, New York, New York 10002
Mr. Che Kuang Yu, (212) 238-7855/7877/7982/7730, Rm. 876

Harlem Hospital Center
506 Lenox Ave, NY, NY 10037
Stephanie M. Harewood
(212) 939-3520, MLK-3162

Metropolitan Hospital Center
1901 First Ave @ 97th St, NY, NY 10029
Linda Takourian
(212) 423-6894/6443, Rm. 4M13

Queens: Elmhurst Hospital Center, 79-01 Broadway, Elmhurst, 11373
(718) 334-5175/5172, Rm. A1-26

Teens **under 16 are only accepted for summer** volunteer programs.
Otherwise, all teenagers **must be 16** years of age.
In the month before your 16th birthday, (or anytime after it), on the 1st business day
call **(8-10am - earlier is better!)** for an interview appt. (A parent may do this call.)
Working papers are required, Social Sec. #, references, etc. All is explained at the interview.

Queens Hospital Center, 82-68 164th St, Jamaica, 11432
Andrea Adams, (718) 883-2280, Rm. 631

Staten Island: Sea View Hosp, Rehab Center and Home
460 Brielle Ave, Staten Isl, 10314, Mr. George Taylor, (718) 317-3293, Rm. 133

B. Hospital for Special Surgery: 535 E. 70th Street,
Volunteer Services Dept: 212-606-1228, Wendy Yondorf and Sharon Hafiz
(They need **HS volunteers**, and love SVF students!)

Interesting & rewarding opportunities!

Surgical Liaison Program: Ensures smooth communication and delivery of services among the holding area and medical staff, patients and the family atrium.

Manage Your Care/VOICES Program: Educates and advocates for patients' chronic care issues and patient entitlements, and assists patients with related tasks, ie Medicaid appl.

Physical and Occupational Therapy: Observes therapists, assists with maintenance of equipment, and supports the rehabilitation department in some administrative matters

****Patients' Library:** Delivers library books and magazines to our in-patients, and assists with book sales and maintaining the library collection.

****Ambassador's Program:** Greets patients, provides escort and directions to visitors.

****Pediatric Recreation:** Oversees play programs for pediatric patients.

****Office Management Assistance:** a variety of areas including: Medical Records, Cardio-Pulmonary, Nursing Administration, Rheumatology and more.

Requirements and process:

15 years of age, minimum of 100 hours, in a weekly commitment

Complete application, mail/email it. Request interview, medical clearance (at hospital).

(For more information, or to arrange an interview, call Wendy Yondorf or Shahan Hafiz)

C. Lenox Hill Hospital, 77th & Lex & **Manhattan Eye/Ear Hosp,** 64th & 3rd:
Director of Volunteers: Carol Braverman 212-434-2600 (at the Lenox Hill site)

Volunteers commit 3 consecutive hours during the day or two in the evening each week.

We also request a minimum commitment of 6 months. Volunteers must be 14 years min.

Services: answer phones, run errands for patients, office filing, copying, transport/escort patient within the hospital, read to pediatric patients, distribute books/magazines, help at health fair, etc.

To start, follow these four easy steps:

- 1. Complete the application, which requests general information:** Call (212) 434-2600, or you can **download it:** http://www.lenoxhillhospital.org/pdf/volunteer_application_form.pdf
- 2. Have your physician complete and sign the Health Assessment form:** Call (212) 434-2600 or **download the form:** http://www.lenoxhillhospital.org/pdf/volunteer_health_assessment.pdf
- 3. Parental Consent:** If you are between 14 and 18, have the Parental Consent (on reverse of the application) signed by your parent or guardian. You must also have working papers.
- 4. Set-up an Interview.** When all steps are complete, call Volunteer Services at (212) 434-2600.
Hours: Mon-Fri, 9-5; Sat, 9-3. Arrange an interview; bring the completed form with you.

D. Memorial Sloan-Kettering Hospital

Greatest need is for volunteers Mon – Fri, 9AM-5:00 PM. Evenings & wknd shifts also available. Volunteers work 2-3 hrs/wk consistently. Minimum commitment for students is one semester.

Volunteers greet arriving patients/ families, assist with outpatient registration, help escort patients, deliver flowers, staff the library, and act as couriers. They work in Pediatrics; Breast Ctr (64th St); Sloan-Kettering Institute; MSK Thrift Shop - 1440 Third Avenue.

To volunteer/request application, Call Dept of Volunteer Resources, 212-639-5980, or write:
Dept of Volunteer Resources, Memorial Sloan-Kettering Cancer CTR
1275 York Avenue, New York, NY 10065

Requirements: A personal interview;

Evidence of good health (MSK performs blood tests for German measles, measles, mumps, chicken pox, and provides vaccinations for volunteers needing them. Volunteers susceptible to chicken pox may not work with children.

A medical assessment form signed by their personal physician if they will have an assignment involving direct patient contact, and evidence of a current skin test for tuberculosis. Memorial Sloan-Kettering also provides this test if necessary.

Attendance at a Volunteer Orientation Workshop, and receive appropriate training.

Before beginning, volunteers receives a "service description" outlining competencies necessary for the position he/she will assume, as well as training, hours, responsibilities and info specific to the assignment. The description reflects the standards we expect of volunteers while at MSK.

Additional opportunities for service:

--**Fred's Team** seeks enthusiastic, energetic volunteers to help in the race against cancer.

Participate in the NYC Marathon - opportunities to help on the race weekend include:

Breakfast/Bus hours: Help answer questions; organize runners for team photo;

Mile 17: Distribute tissues, food, ponchos, etc; cheer runners; help pediatric patients secure front row seats in the stands;

Mile 23: distribute band aids, tissues, food, ponchos, etc. and cheer Fred's Team as they pass;

Expo & Hospitality Suite: Help answer questions; help with Fred's Team merchandise sales and uniform exchanges

Finish Line: Cheer/encourage Fred's Team crossing the finish; guide runners to the Fred's Team post-race area

-- **Weekend training runs** in Central Park: Volunteers are needed June - November to distribute water and Gatorade to Fred's Team. Staff provides all necessary refreshments.

For more about these opportunities, e-mail fredsteam@mskcc.org or call 800-876-7522.

E. Mount Sinai Hospital - 98th-102nd Sts, Madison – 5th Aves.

Direct patient-related placements

Ex Excellent opportunity to be of service to patients and their families and lessen the stress of hospitalization, to assist the professional staff and to learn about the hospital environment. **Training and supervision are provided;**

Minimum age, 16; Minimum hours, 4 consecutive hrs / wk for 6 mos (100 hours)
or summer placements - 10 hrs / wk for 8 wks (80 hours)

Times: 7 days a wk, morn, afternoon & late afternoon to early evening. Volunteers must have compassion for the sick and their families and a desire to work with people who may be acutely ill. They must also be willing to assist staff and learn new skills. Patient care volunteers will have direct contact with patients and will be integrated into the medical staff team. Typical duties may include visiting patients and/or their families, answering call lights, walking with patients, assisting patients at meal time and assisting at the time of admission and discharge. Some of the patient care areas include: Cardiology, Medicine, Maternal-Child Health, Psychiatry, Rehabilitation, Surgical and Medical Specialties and the Transplant Institute..

Office Support Volunteers get to learn the structure, work flow in a busy academic medical center.

Excellent opportunity for those with good office skills, interested in becoming part of an office support team. Responsibilities may include directing telephone calls, greeting visitors and assisting with document preparation.

Orientation and supervision provided; Minimum age: 15

Minimum hrs: Four consecutive hrs/wk; number of months varies with placement

Times to volunteer: Monday through Friday, 9 A.M. - 5 P.M.

Basic Science Research Volunteers assist in a research lab. Volunteers may learn various techniques such as cell culture preparation, northern, southern or western blots, gel electrophoresis and DNA sequencing.

Clinical Research Vols assist with clinical research duties such as scheduling appointments, directing study subjects, data collection, patient recruitment and compiling essential research study documents.

Excellent opportunity for students. Placements are determined by applicant's level of education.

Training & supervision provided. Minimum age: 15 for basic science; 18 clinical research.

Minimum hours: 15 a week; 4-month commitment during academic year or 2 summer months.

Times to volunteer: Monday through Friday, 9 A.M. to 5 P.M.

Volunteer Candidate Information:

To become a Mount Sinai volunteer, call Volunteer Dept: 212-241-0478 to arrange interview.

At the interview we provide the forms for medical and drug screening, and letters of recommendation.

For applicants 15–17, we provide these additional forms:

parent/guardian permission and school evaluation (in lieu of recommendation letter).

Working papers must be provided by applicants (consult your school).

On average, it takes 2–4 weeks to complete the application process.

F. New York Hospital, Manhattan: York Ave at 71st Street

Call Maria Burns - 718-670-1125 or Secretary, Jackie, or email (mab9021@nyp.org)

Vol Dept for 622 West 168th St: the Energy Court 2nd Floor

Tel (212)305-2542; Fax (212)305-8911

NY-Presbyterian/Columbia Univ Med Center; Morgan Stanley Children's Hosp of NY Presbyt;
NY-Presbyterian/Allen Pavillion; NY-Presbyterian/Weill Cornell Med Cntr, NY-Pr/Westchstr

Options: Child life Programs, Reading Programs, usual Hospital options...

Gift Shop: friendly, pleasant volunteers, to stand for prolonged periods, to help put away stock, check and price new merchandise, stock gift cart, tag display samples. Available 9am-8pm.

Errand Solution Ambassadors: Welcome patients/families recently admitted. We place our volunteers as Ambassadors bringing services to the bedside. (Mon thru Fri, 9am-5pm.)

Clerical: Volunteers provide valuable office assistance at the direction of departmental staff. May include answering phones, filing, data entry, light typing, labeling, running errands, etc. Pleasant personality and accuracy are important. available in various settings: clinics, nursing units, doctor office, administration etc, (Monday through Friday, 9m-5pm.)

Time commitment: 4-hour shift/day, over at least 4 months. The vol chooses the day.

Age: The minimum age is 14 years of age. No working papers are required.

The Process? Several weeks. To speed it up, can call with a list of all interested students. To start, fill out the application located on the right side of this page under "Related Links". Send it via postal or electronic mail. Once it's received, reviewed and assessed, if we have an opening to meet your request, we send a card asking you to call for an interview. Once interviewed, a supervisor will also interview. After that, a medical screening provided by the hospital at no cost, a Volunteer Services Dept orientation, and then you can begin!

Dress code? Yes. Volunteers are not allowed to wear blue jeans, sweatpants, sweatshirts open-toe shoes, t-shirts, shorts. All are given a smock to wear over clothing

G. New York Hospital of Queens (Booth Memorial), 56-45 Main St, Flushing

Dir of Volunteer Services: **Maria Burns, CAVS, (718-670-1125)** or mab9021@nyp.org

Volunteer Opportunities For High School Students

CHILD LIFE PROGRAM—provide recreational activities for pediatric patients in a playroom setting. Emphasis in art therapy. Weekday or weekend.

CLERICAL—provide clerical support (filing, mailings, answering phones, etc.) in an office setting. Weekdays only.

GIFT SHOP—become involved in many aspects of retail management, including cashier, stock, and sales. Weekday or weekend.

PATIENT CARE—distributing water/ice to patients, assisting at nurses' station, and the provision of messenger and clerical services. Weekday or weekend.

H. NYU Medical Center, Tisch Hospital, Rusk Institute

550 First Ave, at 32nd Street

Tisch Hospital is an acute-care general hospital of 726 beds.

Rusk Institute of Rehabilitation is the world's first facility devoted entirely to rehab medicine, with 174 beds. Each hospital serves adult and pediatric patients.

Volunteer Programs: NYU Medical Center provides a diverse range of hospital volunteer opportunities. Normally, volunteers are required to assist on the same day, same time each week, for at least 6 months. Commitment time lengths vary from program to program (4 – 12 months). This does not always mesh well with high school or university semester schedules. If you need to work volunteering around a school schedule, please let us know, and we will see what is available.

Positions available Monday to Friday daytime, some weekends and weekday evenings:

Liaison (day, some eve) Assist patients, visitors in waiting rooms, pharmacy, in patient areas.

Information Desk (Day) Provide info and directions to various areas of the hospital.

Recreation (Day, some eve/wknd) Assist with programs for adult and pediatric patients.

Administrative (Day) Assist staff with office tasks - phones, filing, errands, reception, data entry.

Physical/Occupational Therapy (Day, few wknd shifts) Maintain areas, escort patients, office tasks.

Gift Shop (Day) Assist with functions of a small nonprofit shop: stock shelves, cashier, customer help.

Application Process:

We recommend calling Volunteer Services and speaking to one of the two managers before completing an application. This will help you determine if our programs and schedules suit your interests and needs: Vol Services: 400 E. 34th St Phone: (212) 263-6100, or, volunteernyu@nyumc.org

The application process takes 3 to 6 wks to complete. It involves:

- Download PDF application at www.med.nyu.edu/about/assets/Volunteer-Application.pdf. OR call Volunteer Services office to request that an application be mailed, faxed, or e-mailed OR... call Volunteer Services and ask when staff will be available for you to pick up the application.
- Complete the application and send it to Volunteer Services.
- Candidates meeting the basic requirements are interviewed by the Manager of Vol Services.
- If a position is available matching the volunteer's skills, interests and availability, the candidate is referred to the appropriate department for an interview and final decision.
- If accepted, the volunteer needs health clearance, orientation and training for the position.

For more information about Volunteer Services and opportunities to volunteer at NYU Langone Medical Center, please call 212-263-6100 or send an email to volunteernyu@nyumc.org.

I. St. Luke's - Roosevelt Hospitals, 111 Amsterdam Ave, NYC 10025
(www.wehealny.org/services/slr_volunteer/requirements.asp)

Basic Volunteer Requirements:

- be at least fourteen years of age;
- commit to a minimum of 150 hours per year;
- commit to a set schedule of at least one day a week;
- agree to notify the vol.office when their service will end, and return their ID badge.

All Volunteer Applicants must submit/complete the following:

(Underlined items are available through the above website.)

Read the **SLRHC Volunteer Core Competency Handbook** -104 pages, please do not print

Take the **Volunteer Challenge Exam** - print it out and bring it completed to the interview

Complete an **application form** - available in the volunteer office

Provide **current photo identification**

Provide **record of immunizations** - Rubella & Measles - (Students, bring copies of your immunization records for Rubella & Measles;

Complete **Health Assessment Form** with Employee Health Services Nurse)

Provide proof of **Tuberculin Test (PPD)** within last 12 mos - available at SL-RH for vols 18+ yrs

Have the **Employee Health nurse** sign off on your medical information

If a high school student, provide **Working Papers**

If under 18, have a **Parental Consent Form** signed by parent or guardian

Present one professional and one personal **reference** form/letter

Students also need a letter from the HS guidance counselor stating that she's in good academic standing - this can serve as one reference (see above)

Note: Med.history, Physical Exam, immunization records must be signed by **Employee Health Service (EHS)** nurse.

Roosevelt EHS: 1st floor, Rm 1M. Nurse available Mon & Wed, 1-3:45 pm; Fri, 9-1:45 am

St. Luke's EHS: 1st floor, Clark Bldg (SE corner of 114th & Amsterdam)

Nurse available Mon - Friday, 8am-4 pm; closed daily from 12:30-1:30 pm.

Return all paperwork to the appropriate location:

Roosevelt Hospital

Attn: Amy Bush

1000 Tenth Avenue

New York, NY 10019

(212) 523-7155

St. Luke's Hospital

Attn: Mary Jo Page

1111 Amsterdam Avenue

New York, NY 10025

(212) 523-2188

J. Saint Vincent's Hospitals:

St. Vincent's, Manhattan

Sister Patricia Cusack, OP
Manager of Volunteer Services
130 W 12th Street
New York, NY 10011
Phone: 212-604-7268
Fax: 212-604-2378
E-mail: Pcusack@svcmcnyc.org

St. Vincent's, Westchester

Grace Mastoras
Director of Volunteer Services
275 North Street
Harrison, NY 10528
Phone: 914-925-5563
Fax: 914-925-5159

Volunteers at St. Vincent's Manhattan: are vital to St. Vincent's healing ministry. The "Vincentean" program created early in the hospital's existence showed the Sisters' commitment to volunteerism. Our volunteers currently provide service in @ 50 areas of the hospital, clinical & non-clinical. They perform office work, contribute to special events, provide services in various departments to help the hospital and its patients. They range in age from 16 to 94 and include students, business professionals, retirees, graphic artists, computer technologists.

K. Wyckoff Medical Center Wyckoff Heights Medical Center

374 Stockholm Street, Bklyn, 11237 (Bet: Wyckoff & St. Nicholas Aves) 718-963-7272

VOLUNTEER SERVICES DEPT: Heather Gayle, Public Relations Coordinator

Tel: (718) 963-7345 **Fax:** (718) 963-7251

Whether you commit time for community service, school requirements, self-education, or out of the kindness of your heart, all efforts are fully appreciated by hospital personnel. Volunteers are assigned depending on interests, skills, and hospital needs. Duties vary by department.

Volunteer Events Volunteer Recognition Day; Volunteer Holiday Party

and Benefits: References provided after completing 100 hrs;
Complimentary meal each day you volunteer; On The Job" Training
Access to computer training classes, Spanish & Sign Language classes
and certification in Patient Feeding
Invitation to the hospital's special events

To volunteer, complete the **Junior Application** (Age 14-17) and reference pages:

www.wyckoffhospital.org/workfiles/volunteer_Junior_Applic1.pdf

and contact Ms Heather Gayle, 718-963-7345 for an interview appointment.

Please be advised that both the Adult and Junior applications contain **2 recommendation forms:** one needs to be professional (employment / school); the other can be personal recommendation

INWOOD / FORT WASHINGTON / RIVERDALE Neighborhoods:

Child Care:

Bridge Community Ctr - 111 Wadsworth Ave, 10033. Tel: 212-928-9741. Fax: 212-928-3580.
Full nursery program: puzzles, reading, numbers, letter concepts, painting, dance, music trips.

Colors Child Care - Near 207 St and Seaman Ave. Tel: 212-942-4644. Email: judypr66@hotmail.com.
Children aged up to 6 yrs old. Licensed by the NYC Dept of Health.

Fort George Community Enrichment Center

1525 St. Nicholas Ave (at 186th Street), 10033. Tel: 212-927-2210. Fax: 212-740-5540. Has a Head Start program. Services include activities such as reading, writing, singing and dancing.

Herbert G. Birch Services - 554 Fort Washington Ave, NY 10033. Tel: 212-528-5754. Fax: 212-740-8566. Day care for infants and children 5 years and under. Children are offered the opportunity to learn social, emotional & educational skills. We also offer an after-school program with recreational activities for mentally challenged and disabled children.

Inwood Nursery School - 3732 Tenth Ave, 10034. Tel: 212-567-5654. Fax: 212-567-1460.
For 2.5 to 5 yrs old. Developmentally-appropriate classrooms for music, arts/craft & painting.

Isabella Child Care Center - 515 Audubon Ave, 10040. Tel: 212-342-9436. Fax: 212-923-0927.
Email: info@isabella.org. Children 3 mos to 5 yrs. Designed to promote independence, self-confidence, self-esteem, individual decision-making. Children participate in intergenerational programs with residents of Isabella Geriatric Center: arts, crafts, cooking, exercising and trips.

Little Day Dreamers Day Care

81-83 Seaman Ave (at Park Terrace West). Tel: 917-771-9028. Email: Debsdaydreamers@aol.com.
Baby American Signing classes; ABC Music Classes; Toddler Piano Lessons; Intro to Spanish; Mother Goose Pre-K Curriculum. Classrooms have web cameras for your viewing while you are at work.

Manhattan Bible Church - 401 West 205th St, NY 10034. Tel: 212-567-2276. Fax: 212-567-5218.
Has a preschool program for children in the community.

Medical Ctr Nursery School 60 Haven Ave, NY 10032. Tel: 212-304-7040 or information@mcns.org.
Children 2 to 6 yrs. Half / full-day progs, serving Columbia-Presbyterian Med Ctr and the community.

Nicholas Cardell Day Care Center - 84 Vermilyea Ave, 10034. Tel: 212-942-6757.

Children 2.5 to 5 years old. Curriculum based on teachers' observations/recordings of each child's special interests and developmental progress. Using an integrated approach, it provides for all areas of child development, including physical, emotional, social and cognitive.

Noah's Ark Day Care Center - 120 Vermilyea Ave, Apt. #1-A, 10034. Tel: 212-942-4775. All year pre-school/day care for children 2-6 yrs. Offers educational, recreational programs, meals and trips.

Nursery Infant Toddler Day Care - 130 Fort Washington Ave, 10032. Tel: 212-740-4455.

Children 2 mos to 5 yrs. Solely infants & toddlers, who need more nurturing and one-to-one care than older children. Children move up based on development, not age. Preschoolers have a variety of activities: simple academics preparing for kindergarten; also music, dance, art, outdoor and free play.

Parents in Action Child Care (HACER)

611 West 177th St, 10033. Tel: 212-927-2800. Children 2 to 5 yrs, toilet-trained.

Quo Vadis Day Care Ctr - 4111 Bdwy,10033. Tel: 212-568-6554. Fax: 212-568-1205.

Children 2.5 to 5 yrs. Program integrates social services, health, education. Curriculum is planned and carried out by teachers skilled and qualified in early childhood education. The center's atmosphere provides an environment that is warm, nurturing and geared to the needs of the children.

RENA Day Care Ctr - 639 Edgecombe Ave,10032. Tel: 212-795-4444. Children 2.5 to 6 yrs, Requires children to be toilet-trained before joining. Also offers family day care: 6 wks to 2 yrs old.

Rocky Mount Day Care Center - 37-41 Hillside Ave, 10040. Tel: 212-942-1253.

Children 2.75 to 5 yrs old. A safe, knowledgeable setting in which children can learn and play.

St. Spyridon Greek Orthodox Church & Day School

124 Wadsworth Ave (at 179th St),10033. Tel: 212-795-5870. Day & after-school instruction for children K-8, with religious instruction and Greek language for all children.

Uptown Nursery School - 1 Cabrini Blvd,10033. Tel: 212-568-1724. Children 2 to 6 yrs.

Includes a recreational program offering music, arts/crafts, dancing, active learning through play.

Washington Heights Child Care Center

610-14 West 175th Street, 10033. Tel: 212-781-2472. Children 2.75 to 6 yrs. Full-time educational program with singing, painting, water play, block building, puzzles, sand box play, and trips.

YM/YWHA of Washington Hgts & Inwood Nursery School

54 Nagle Avenue, NY 10040. Tel: 212-569-6200. Children 2.75 to 5.5 years. Emphasizes individual attention in a maturing, stimulating environment. Curriculum focuses on the emotional, physical, social and intellectual development of the children. Using small-group experience, children are taught to learn, share and develop skills together. They are encouraged to make decisions and choices, which build self-esteem and confidence. Round-trip door-to-door transportation provided.

YM/YWHA of Riverdale 5625 Arlington Avenue, Bx, 10471 Director of Vols: Ms Marty Michael
Vol opportunities: After-School Prog & Sunday Morning (10-Noon) Film Series (age 3-6, w parents).

Additional Services in the Area:

Broadway Temple United Methodist Church - 4111 Broadway, 10033. Tel: 212-928-1200.

Houses a day care center and a mini school as well as a soup kitchen.

Dominican Women's Development Ctr – (Youth Vol program - **Call Claudia**, 212-740-1029)

519 West 189th Street, Ground Floor, 10040. (Tel: 212-994-6060; Email: guzman@dwdc.org.

An epi-center of women, children, youth, family-focused activity in Wash Hgts/Inwood community to promote self-sufficiency, advance educational goals, engender needed skills and self-esteem to transform lives.

Free services to women residing in the area: educational development, GED prep, ESL + BENL classes, citizenship prep, child care/day care, ESOL, computer tech training, after-school programs, home health aid training/placement, domestic violence program, parenting group, educ/support groups for adolescents and children, health promotion, advocacy and organizing, youth programs, info and referrals.

Office assistance and receptionist activities are always needed.