

HORIZON PROGRAM – RECREATIONAL ASSISTANT

Horizon Program:

With 160 scattered-site apartments in Upper Manhattan and the Bronx, the Horizon Program provides permanent community-based housing and comprehensive services for people living with HIV/AIDS. The program enables single adults and families to live independently in the community, as self-sufficiently as possible, while providing extensive support services and counseling.

Volunteer Position: Recreational Assistant

Contact: Sophilla Murray, (718) 585-8233 ext.130

Purpose of Job: To assist the Recreation Manager in planning and implementing recreational activities for clients and their families at Horizon.

Commitment Required: Volunteer opportunities will be available daily, from 9:00a.m. – 5:00p.m., with a minimum commitment of 5 hours per week.

Duties May Include But Are Not Limited To:

- Create and maintain a monthly calendar of events.
- Accompany clients on recreation outings.
- Take attendance and encourage participation.
- Issue, collect and account for recreation equipment.
- Debrief staff after each session, reporting any questions or concerns.

Qualifications Needed:

- Must enjoy working with individual and families.
- Must be organized and able to give instructions.
- Must be 16 years or older.
- Must be reliable and responsible.
- Must be flexible, able to adapt to changing situation and able to work with a diverse group.

Training/Orientation Provided:

Program tour and training and is designed to meet the individual requirements of the volunteer.

Location of Job: Horizon, 349 East 149th Street, Bronx NY 10451

Volunteer Benefits:

- The knowledge that work will improve the living environment for people affected by HIV/AIDS.
- Subscription to *Everyday Miracles*, Volunteers of America's bi-annual newsletter.
- Invitations to volunteer appreciation events.
- Great experience and resume builder.
- That warm fuzzy feeling you get from doing something good.