

LYDIA E. HOFFMAN – CHILDCARE ASSISTANT**Lydia E. Hoffman Family Residence:**

A transitional facility for homeless families, Lydia E. Hoffman Family Residence offers 24-hour security, on-site childcare, classrooms, and recreational space for 35 families, each with their own apartment. A full range of supportive services provides the help a family needs to achieve independence and obtain permanent housing.

Volunteer Position Title: Childcare Assistant

Contact: Ms. Olabisa Hairston, (718) 893-0909 ext. 22

Purpose of Job: To assist staff with infant and/or toddler activities in a daycare setting.

Commitment Required: A minimum commitment of 2 hours per month. Volunteer opportunities will be available Monday-Friday from 9:00a.m. to 3:00p.m. There are no weekend opportunities for this position.

Duties may include but are not limited to:

- Assist childcare staff with teaching young children basic skills.
- Develop arts and crafts projects and assist with basic computer activities.
- Assist staff in planning and leading recreational outing for the children.
- Assist with preparing and serving lunch and snacks to the children.

Qualifications Needed:

- Must be organized and able to give instructions.
- Must be 18 years or older.
- Must be reliable and responsible.
- Must be flexible and able to adapt to changing situations.

Training/Orientation Provided:

Training and orientation includes a program tour and introduction to Volunteers of America. Other specialized trainings in relevant topics may be offered.

Location of Job: Lydia E. Hoffman, 855 East 175th Street, Bronx, NY 10460.

Volunteer Benefits:

- The knowledge that your work will provide enrichment and make a difference for young people affected by homelessness.
- Invitation to volunteer appreciation events.
- A subscription to *Everyday Miracles*, Volunteers of America's bi-annual newsletter.