

**University Family Residence**

Volunteers of America's University Family Residence is a Tier II transitional facility that houses 70 families with children. The residence offers 24-hour security and comfortable housing, along with comprehensive on-site services, childcare department and recreation dept.

**Volunteer Position Title:** Teacher's Assistant

**Contact:** Tyrone Ashby, (718) 590-5346 ext.242

**Purpose of Job:** To assist toddlers in a pre-school setting.

**Commitment Required:** A minimum commitment of 2 hours per week. Volunteer opportunities will be available Monday – Friday from 8:00AM – 4:00 PM. There are no weekend opportunities for this position during Monday – Friday 8AM – 4PM.

**Duties May Include But Are Not Limited To:**

- Arts and crafts, computers, library visits
- Exercise
- Reading, music, dancing
- Assist with serving breakfast, lunch and snack for the children

**Qualifications Needed:**

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

**Training/Orientation Provided**

Training and orientation are designed to meet the individual requirements of the Teacher Asst., include a program tour, and an orientation to Volunteers of America.

**Location of Job:** 1041 University Family Residence, Bronx, N.Y. 10452 (165<sup>th</sup> st. & University avenue. Of the Major Deegan Expressway)

**Volunteer Benefits**

- The knowledge that your work provides hope, healing and makes a difference through their volunteering experience
- Subscription to *Everyday Miracles*, Volunteers of America's bi-annual newsletter
- Invitations to volunteer appreciation events
- Letter of recommendation/certificate