

Project PROMISE

Volunteers of America's Project PROMISE (Providing Residential Opportunities for persons with Mental Illness in Supportive Environments) provides comprehensive residential and community support services for adults living with mental illness in both supervised and supportive housing settings.

Volunteer Position Title: Volunteer Assistant

Contact: Program Director 732-827-2453

Purpose of Job: The Volunteer Assistant provides assistance with direct care services to service recipients including individual and group planned recreation, role modeling life skills and mentoring. In addition, the Volunteers Assistant may assist in the organization and upkeep of the facility.

Commitment Required: There is no minimum commitment of hours per week. Volunteer opportunities will be available Monday – Friday from 10:00 am – 7:00 pm and some weekends.

Duties May Include but are not limited to:

- Develop and maintain a positive relationship with service recipients, co-workers, family members, neighbors and community resources
- Provide support services to residents in accordance with Volunteers of America policies and procedures
- Complete daily recreation activities
- Assist in the organization and care of the facility, including office organization and filing

Qualifications Needed:

- Must be 18 years of age
- Strong desire to work with individuals with severe and persistent mental illness
- Demonstrated ability to function with minimal on-site supervision
- Ability to learn quickly and follow policies and procedures accurately
- Ability to communicate clearly and precisely
- To function as part of a team when necessary
- To serve as an appropriate role model

Training/Orientation Provided

- In-house and on-site training on substance abuse and mental illness
- On-site supervision to improve client volunteer interactions
- **Location of Job:** A variety of sites in Middlesex, Passaic and Union Counties

Volunteer Benefits

- The knowledge that your support improves services to residents.
- Subscription to *Everyday Miracles*, Volunteers of America's bi-annual newsletter
- Invitations to volunteer appreciation events
- Free Parking
- To know that one has helped increase the capabilities of residents through teaching empowerment order to live successfully in the community