

## **Breaking Free Volunteer Opportunities**

### **Office Administration: Requires a few hours per week on set days (M-F 9-5)**

- Filing, organizing, creating systems, word processing, editing, assisting with the newsletter, mailings, and other office projects

### **Donations/Organization: Looking for team co-leaders and weekly/monthly volunteers (hours vary and can be flexible)**

- Assisting with the renovation of the garage
- Inventory all current & new donations
- Help BF set-up our own on-line store, tracking inventory, filling orders, and assisting with accounting
- Do a monthly pick-up of donations if people are unable to deliver

### **Development/Fundraising & Events: Weekly and 1 time opportunities (hours vary)**

- Assist with small and large event planning
- Make phone calls to prospective donors
- Be creative and help initiate donation drives and corporate sponsorship
- Help us connect with local churches and other organizations

### **Food Services: Meals needed weekly for drop off at our main offices Tuesday nights and Wednesday days. Food drives can happen anytime and can be dropped off at our main offices M-F 9-5**

- Prepare weekly or monthly meal for the transitional house or groups (model provided)
- Launch monthly food drives with different organizations and corporations
- Work on stocking the food shelf at the office and transitional house
- Teach cooking classes to groups or individuals
- Teach affordable shopping classes and prepare recipes and food budgets

### **Transportation Services: varied schedule**

- Provide rides for errands, appointments, meetings and
- Look for potential donors of working vehicles
- Help teach minor maintenance and repair to women who do drive

### **Outreach/Health Program: varied schedule**

- Prepare outreach packets
- Make calls for donations of outreach packet supplies (hygiene products, STD info, condoms etc)
- Go out and deliver outreach packets to women in need
- Prepare health surveys and document findings on the streets
- Join our new volunteer sales/awareness team and help man tables selling products at local expos and private home parties. (sales experience and friendly outgoing demeanor preferred)

**Women & Children's Programs:** (Some of the jobs below are also reserved for female volunteers only unless approved by BF. An additional training and interview is required). Additional training and interview required along with background check and application.

- Plan weekly or monthly activities and outings (crafts, games, book clubs, bowling, beauty nights etc.)
- Start a group with the women about topics that interest you and can benefit others such as nutrition, apartment searches, spending habits, interpersonal boundaries and relationships, time management, finding resources etc.
- Be a volunteer staff member at our Transitional House (weekly 1 year commitment required)
- Co-facilitate weekly support groups
- Become a mentor- develop a friendship and spend time with the women and their children (weekly 1 year commitment required)

**Education/Life Skills-** Classes are Wednesday s from 11:30-1:30

- Employment/Job Skills -Help individuals with competence skills in a structured classroom environment. These skills will include workforce education, employment preparation, computer skills, English learning language, job interview, employment search, fill out applications, and conduct mock job interviews. Offer encouragement and answer questions, teach them life learning skills.
- English Language Learning Program-English language tutors are needed on one-on-one basis. Experience is necessary.

**Public Policy:**

- Assist with the coordination and development of Breaking Free's educational seminars and training to professionals, advocates, community organizations and survivors.
- Public Policy Research Assistant needed- would be charged with assisting the Program Director with researching any new public policy initiatives, researching public policy implications (pros and cons) as well as generating reports on their findings ( if interested inquire about the specific projects and qualifications needed).
- Assist with the John's school

**Interior Design/Decorating: varied schedule**

- Assist with decorating/renovating/finding donations to create comfortable homes for the women and girls
- Prepare welcome baskets with new towels, toiletries, and small gifts to welcome the women to the program and their new homes

**Prayer Team:** (Some of the jobs below are also reserved for female volunteers only. An additional training and interview is required).

- Become an intercessor for Breaking Free
- Lead a bible study
- Come to our housing facilities to do daily/weekly devotional with the women
- Become a spiritual mentor
- Talk with churches on our behalf

**We also welcome any other ideas you may have!!**