

July 2019

**RSVP & the Volunteer Center  
6 Court Street  
Rutland, VT 05701**

**(802)775-8220**



Maryesa White  
RSVP Program Coordinator  
Email: [maryesarsvp@gmail.com](mailto:maryesarsvp@gmail.com)



**Community  
Care Network**

thriving community, empowered lives

# Volunteers We Need You!

If you are interested in any of the volunteer positions below, please contact Maryesa White, RSVP Program Coordinator.

Office Number: 802-775-8220 or Email: [maryesarsvp@gmail.com](mailto:maryesarsvp@gmail.com)



## RSVP & the Volunteer Center Needs Your Help!

We are searching for volunteers to fill a few volunteer positions at the Community Cupboard in Rutland.

### Volunteer Positions:

- Cashiers & Shelf Stocker(s)



Day:	Time:
First Friday of the Month:	11a-3p
Second Friday of the Month:	11a-3p
Third Friday of the Month:	11a-3p & 1p-3p
Second Wednesday of the Month:	11a-1p & 1p-3p
Third Wednesday of the Month:	11a-1p & 1p-3p
Fourth Wednesday of the Month:	11a-1p & 1p-3p



## Volunteers Wanted!!!

RSVP & the Volunteer Center is helping the Meadows find volunteers to support their activities department.

Volunteers needed for the following positions:

1. Manicures
  - a. Days/Hours:
    - i. Thursday Mornings
2. One to One Visitors
  - a. Days/Hours:
    - i. They will work with schedule.



Please note that this site does require a background check.



## Do you want a flexible volunteer position? If so, join RSVP Bulk Mailers Call List.

### Duties:

- volunteers help various nonprofit agencies in Rutland County with bulk mailings. If you are interested, we will add your name to our call list and when we have a request sent to us, we'll call you to see if you are available to help.



- ❖ Days/Hours: call as needed volunteer position. This is a very flexible volunteer opportunity.



## Board Game & Card Game Lovers Need Your Help!!!

RSVP & the Volunteer Center has teamed up with St. Joseph Kervick Residence to help them find volunteers for their Activities Department.

### Volunteer Position:

- Activities Assistant

#### o Duties:

- Playing cribbage, rummy, canasta, skip-bo, chess & checkers (always open to new ideas).



### Days/Hours:

- Tuesday -Friday between the hours of 10:30a-11:30a. They will work with your schedule between these days & times.

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## One - 2 - One Needs You!!!

One 2 One – essential transportation to area seniors, “FREE OF CHARGE.”

Duties:

- The driver chooses which rides they accept or decline. There is both in town and out of town appointments you choose.

one **2** one



Please note that volunteers driving for this position do receive a mileage reimbursement. Mileage reimbursement is \$0.58/Mile.

This site does require a background check.

If you would like more information on becoming a driver please contact Tammy at 802-775-4318.

## Attention Knitting Volunteers!

RSVP & the Volunteer Center had teamed up with Genesis Nursing Home to help them search for Volunteer Knitters.



Duties:

- Volunteer Knitting Instructor
  - Days/Hours: they will work with your schedule.

This site does require a background check.



## Office Volunteers We Need Your Help!!!

RSVP & the Volunteers Center is helping Rutland Area ARC search for volunteers to help with office work.

Duties:

- Office Work – office filing, answering the phone and petition work.
  - Days/Hours: they will work with your schedule.

This site does require a background check.



## Volunteers We Need You!!!

RSVP & the Volunteer Center is helping a local Assisted Living Facility (Loretto Home) search for volunteers to help in their Activities Department.

Volunteer Positions:

1. Po-Ke-No Host
  - a. Days/Hours:
    - i. Mondays starting at 10:30am
2. Piano Player
  - a. Days/Hours:
    - i. They will work with your schedule.



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## Do you have a passion for art?

If so, RSVP & the Volunteer Center has the perfect volunteer opportunity for you at the Chaffee Art Center in Rutland.

### Volunteer Positions:

1. Gallery Sitting
  - a. Days/Hours: Wednesdays, Thursdays & Fridays 12p-5p (Saturdays 11a-3p)
2. Art Class Assistant
  - a. Days/Hours: Wednesdays 6p-8p, Thursdays 4p-8p, Fridays 6p-8p and Saturdays 11a-12:30p
3. Office Assistant
  - a. Hours/Days: Wednesdays, Thursdays & Fridays 12p-5p (Saturdays 11a-3p)
4. Volunteer Outreach
  - a. Hours/Days: Wednesdays, Thursdays & Fridays 12p-5p (Saturdays 11a-3p)
5. Volunteer Handyman/woman
  - a. Days/Hours: they will work with your schedule.
6. Art in the Park
  - a. Days/Hours:
    - i. August 9<sup>th</sup>, 10<sup>th</sup> & 11<sup>th</sup> (2019)
    - ii. October 11<sup>th</sup>, 12<sup>th</sup> & 13<sup>th</sup> (2019)
      - Please note they are willing to work with your schedule on these days.

*This site does require a background check.*



## Volunteer Drivers Wanted!!!

RSVP & the Volunteer Center has teamed up with Meals on Wheels to help them find volunteers.

### Volunteer Opportunity:

- Driver – pick up and delivering meals.
  - Days/Hours: they will work with your schedule, but they require a 1 hour per week commitment.
    - Note: there is a mileage reimbursement when delivering outside of the Rutland area. (\$0.50 per mile)

This site does require a background check.



## RSVP & the Volunteer Center is Searching for Volunteers!

We are currently looking for volunteers that are interested in working children (K-6<sup>th</sup> grade) throughout the Summer and when school starts back in the fall through their After-School Program.

### Volunteer Positions:

1. Volunteer Reader
2. Volunteer Game Player
3. Arts & Crafts Volunteer
  - a. Days/ Hours: Monday through Friday
    - i. Summer 8a-5p (they will work with your schedule)
    - ii. School Year 3p-5:30p (they will work with your schedule)

*This site does require a background check.*



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## We Are Searching for Hospice Volunteers!!!

RSVP & the Volunteer Center is helping VNA & Hospice of the Southwest Region search for individuals that would like to become a Hospice Volunteer.



### Hospice Volunteer

- Days/Hours: All direct patient volunteers need to complete a 12-hour training and orientation program. This training is provided quarterly. The next training will be July 2019.

- Please note they will work with your schedule after you have been trained.

*This site does require a background check.*



## Searching for Volunteer Drivers:

RSVP & the Volunteer Center has teamed up with Vermont Association for the Blind to help them search for volunteer drivers.



### Volunteer Positions:

1. Support Group Driver - Drive clients to support group held at Ground Round in Rutland.
  - a. Hours/Days: 2<sup>nd</sup> & 4<sup>th</sup> Tuesday of the month. Drop off time 11:30a and pick up time 2p.
2. Burlington Driver - drive clients to Burlington Vermont for early morning appointments.
  - a. Hours/Days: they will work with your schedule.

*This site does require a background check.*



## Volunteers Wanted!!

Do you want to volunteer but not sure you have the time to commit? No problem call RSVP & the Volunteer Center and ask to be added to our Packet Party Call List for VNA & Hospice of the Southwest Region. We will call you when we have a request to see if you are available to help.

**VOLUNTEERS  
NEEDED**

### Duties:

- Putting nurse admission packets together in folders for new patient admissions.
  - Days/Hours: We will call you when there is a Packet Party request. Normally, every 5-6 weeks. The Packet Party last anywhere from 1 hour to 4 hours based on how many volunteers attend.



## Attention Volunteers!!!

RSVP & the Volunteer Center is helping a local nursing home (The Pines) search for volunteers who would like to help in their Activities Department.

### Volunteer Positions:

1. **Reading to Residents** – One to One
  - a. Hours/Days: they will work with your schedule between the hours of 10a-11:30a or 2p-4p.
2. **Activities Assistant** – crafts, games, visiting and group activities.
  - a. Hours/Days: they will work with your schedule.

*This site does require a background check.*



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## RSVP & the Volunteer Center Needs You!!!

RSVP & the Volunteer Center has teamed up with a local nursing home (Rutland Health & Rehab) to help find them individuals who would like to volunteer in their activities department.

### Volunteer Positions:



- Bingo Caller
- Reading to residents one to one
- Activities assistant - helps with different activities (playing games, visiting with residents and helping with craft projects)

**Hours** - they will work with your schedule.



**Please note this site requires a background check.**



## Volunteers Wanted!!!

RSVP & the Volunteer Center has partnered with the AARP Tax Assistant Program to help them find volunteers to assist with Tax Prep for the 2019 Tax Season.



### Volunteer Position:

- AARP Tax Preparer
  - Hours: based on when the tax office is open to prepare taxes for clients and your availability.



- **Please note that AARP will provide you with all the appropriate training need for these volunteer positions.**

*This site does require a background check.*

## Volunteers We Need You!!!

RSVP Operation Dolls & More (RSVP Signature Program held at Trinity Church)

### Volunteer Opportunity:

Help produce projects for our next open house and distribution. There are many different volunteer positions with this program and there are even some that can be done at home. Some volunteer positions are knitters, sewers, wood workers, sorters, card makers, cleaners - anyone who loves toys, the holidays and children.

**Days/Hours:** They will work with your schedule.



## Calling All Volunteers!!!!

RSVP & the Volunteer Center has teamed up with the AARP Tax Assistant Program to help them find volunteers that would be interested in becoming a AARP Client Facilitator.

**Duties** - filling out intake form with client before their appointment to have their taxes prepared.

**Hours:** based on when the tax office is open to prepare taxes for clients and your availability.

**Please note that AARP will provide all the training needed for the volunteer position.**

*This site does require a background check.*



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**Do you have a passion for helping children in need? If so, RSVP & the Volunteer Center has the perfect volunteer opportunity for you:**

**Guardian ad Litem (GAL):** Advocates for children in court who have been victims of abuse and/or neglect. The children are at a vulnerable time in their lives. It is critical that they have a consistent adult who can speak to the court about what is in the child's best interests.

**Duties:**



- **A Guardian ad Litem** – gets to know the child by independently reviewing the facts on behalf of the child. Communicates with many people, including the child, the parents, mental health professionals, neighbors, teachers, church members, law enforcement and friends. Examines and gathers records concerning the child. Assures that the child's needs and wishes are heard. As a Guardian ad Litem, you will meet with your assigned child each month and liaise with adults involved in the child's case, including teachers, staff from Department for Children and Families, the child's attorney, court staff, foster parents and others. You will report to the court whether the child is receiving assistance that the court has ordered for the child. You will be asked to provide the court with information so that the court can determine what services or outcomes are in the child's best interests.

- **Training Requirements:** Guardians ad Litem are required to complete 32 hours of "pre-service training." This includes a 3-day (24-hour) basic training. There is a 4th day of training in handling delinquency cases that will be offered to all GALs. To help new Guardians ad Litem (GAL) learn the ropes, the program will assign each new GAL a mentor after they complete the 3-day pre-service training.

- **Hours:** In order to minimize disruptions to children who are assigned a Guardian ad Litem, the program asks prospective volunteers to consider devoting at least two years of service to this program. Please expect to spend 10-20 hours per month volunteering for this program.

**Important information to keep in mind when you sign up to volunteer for this program: this site requires an interview to discuss your interest in the program, they will answer any questions that you have about the program, they will determine if you are a good fit and provide you with a background check to fill out.**

**Attention Volunteers: We Need Your Help!**

**RSVP & the Volunteer Center has teamed up with the Rutland County Humane Society to help them find individuals that would like to fill one of their many volunteer positions.**

**Volunteer Positions:**

1. Dog Walker
2. Flyer Distributer
3. Shelter Grounds
4. Misc. Cleaner
5. Events
6. Fostering
7. Pet Transport
8. Mailings
9. Community Cat Room Cleaners



**Days/Hours:** They are willing to work with your schedule.

*This site does require a background check.*



**Young at Heart Senior Center Need You!!!**

**RSVP & the Volunteer Center is helping Young at Heart Senior Center search for volunteers.**



**Volunteer Opportunities:**

1. **Dining Room Servers** – Serves meals, clears tables and wipes them down.
  - Days/Hours: Tuesdays or Fridays 2-3 hours per day.
2. **Kitchen Helpers** – helps prepare food, package meals on wheels, sweeps and helps with dishes (dishwasher/hand washer)
  - Days/Hours: Tuesday – Friday hours are flexible
3. **Thrift Store Volunteers**
  - Days/Hours: Tuesdays, Wednesdays & Fridays about 5 hours per day.
4. **Meals on Wheels Driver**



Days/Hours: Fridays (this position take about 1 hour)

- Please note the round-trip drive is about 24 miles +/- . This is strictly a volunteer position no pay or gas mileage reimbursement.

*This site offers lunch to all of their volunteers.*





## Do you like helping people?

If so, RSVP & the Volunteer Center has the perfect volunteer opportunity for you at Rutland Regional Medical Center.

### Volunteer Position:

➤ **Information Desk Volunteer**

○ *Duties:*

- Provide a warm welcome greeting, positive first impression and excellent customer service to all members of the public. Volunteers direct or escort people to their destination. Volunteers will access/provide information and present the organization in the best possible manner. Volunteers are the face of the hospital and create first and last impressions.

● **Hours/Days:**

- Monday through Friday (Times: 8a – 12p or 12p – 4p)

If you are interested in becoming an Information Desk Volunteer at Rutland Regional Medical Center or would like more information, please contact Maryesa White at 802-775-8220 X103.



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