



## Head Start Classroom Volunteer

**Number of Volunteers:** 1

**Commitment:** 2-3 hours

**Schedule:** Weekdays, during the school year

**Location(s):** Benton County, Johnson County, Jones County, Linn County, Washington County

### Description:

The Classroom Volunteer supports HACAP’s Head Start/Early Head Start program by interacting and guiding children to support learning and school readiness; sharing special skills and talents by working with individual children, and assisting staff with classroom operations. Some volunteer activities may include assisting staff during large and small group activities, reinforcing learning activities (reading to children, art projects, etc.), participating in conversations with children during meals, center times, outdoor play, etc. and/or assisting teaching staff in daily classroom operations as needed.

### Expectations:

- Volunteers should support HACAP’s mission to build strong communities by helping to ensure the success of children enrolled in our comprehensive child development programs. Ensuring success involves providing each child with essential resources during a critical time of growth, with an overall goal of increasing the school readiness of children in low-income families.
- Volunteers must be at least 16 years of age.
- Ensure Confidentiality of any information concerning an employee, client, family, financial condition or personal peculiarities in strictly maintained.
- Must adhere to HACAP Early Head Start/Head Start health and safety precautions as outlined in volunteer pre-orientation materials.
- Must adhere to all DHS regulations pertaining to childcare centers and Head Start/Early Head Start performance standards.

### Qualifications:

- Reasonable Accommodations can be arranged to enable individuals with disabilities to perform the essential functions. Onsite job training is provided.
- Ability to use good judgment and work well with a diverse population of children, on their physical level (i.e. floor level, low seating, etc.)
- Ability to read and write and work well with other staff members.
- Volunteer is able to provide a consistent time commitment in order to promote stability within the classroom.