



Volunteer Position Description

Childcare Helper

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| Goals of Position | We are seeking a volunteer(s) who can provide childcare for younger children while clients are in Life Skills or VIDA financial education classes. This position is appropriate for an individual or a group (i.e. Youth Group, Girl Scout, or Boy Scout Troop). |
| Duties and Responsibilities | <ul style="list-style-type: none"> • Supervise younger children in nursery |
| Prerequisites and Desired Qualities | <ul style="list-style-type: none"> • Loves children • Is patient and can keep children entertained • Comfortable to lead a group of up to 5 kids • Supports established policies and procedures |
| Time Commitment | <ul style="list-style-type: none"> • Minimum: 1 time per month, as needed • Hours: Mondays at 5:30-8:00pm |
| Training Required | <ul style="list-style-type: none"> • None |
| Benefits of Position | <ul style="list-style-type: none"> • Feelings of pride in working with children of clients while they attend Life Skills or VIDA financial management classes. |
| Grounds for Termination | <ul style="list-style-type: none"> • Volunteers will be asked to discontinue volunteering if they do not show up when expected without contacting the Volunteer Manager • If the volunteer acts in any way that contradicts the volunteer rights and responsibilities |
| How to Apply | All NOVACO volunteers must fill out a Volunteer Application and Confidentiality Agreement . There is a \$25 tax- deductible. Background check fee (There is no fee for full-time students). Email volunteer@novaco.org for forms. Mail to NOVACO Volunteer Manager, 9677A Main St, Fairfax, VA 22031. |