



## Volunteer Position Description

### Dinner Groups

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| <b>Goals of Position</b>                   | We are seeking groups who can bring dinners to Life Skills/ViDA Classes. Ideal for churches, organizations, youth groups, or scout troops.  |
| <b>Duties and Responsibilities</b>         | <ul style="list-style-type: none"> <li>• Bring and serve dinner to client families at Life Skills/VIDA Classes (once quarterly). There are typically 10-15 clients/children. Classes are in the evening at Fairfax, Alexandria, Springfield, and Loudoun County locations.</li> </ul>   |
| <b>Prerequisites and Desired Qualities</b> | <ul style="list-style-type: none"> <li>• Can cook and serve dinner for a large group</li> <li>• Can organize volunteers from your organization to help out</li> <li>• Has patient and dependable personality</li> <li>• Supports established policies and procedures</li> </ul>   |
| <b>Time Commitment</b>                     | <ul style="list-style-type: none"> <li>• Minimum: 1 time per quarter, as needed</li> <li>• Hours: Mondays, Tuesdays or Wednesdays (depending on location) at 5:30-8:00pm</li> </ul>   |
| <b>Training Required</b>                   | None  |
| <b>Benefits of Position</b>                | Feelings of pride in feeding client families while they attend Life Skills or VIDA financial management classes.  |
| <b>Grounds for Termination</b>             | <ul style="list-style-type: none"> <li>• Volunteers will be asked to discontinue volunteering if they do not show up when expected without contacting the Volunteer Manager</li> <li>• If the volunteer acts in any way that contradicts the volunteer rights and responsibilities</li> </ul>   |
| <b>How to Apply</b>                        | All NOVACO volunteers must fill out a <a href="#">Volunteer Application</a> and <a href="#">Confidentiality Agreement</a> . There is a \$25 tax- deductible. Background check fee (There is no fee for full-time students). Email <a href="mailto:volunteer@novaco.org">volunteer@novaco.org</a> for forms. Mail to NOVACO Volunteer Manager, 9677A Main St, Fairfax, VA 22031. |