

Updated April 21, 2015

## Volunteer Opportunities with **WAVE CITY CARE**

a local non-profit organization

*helping kids and families in low-income neighborhoods  
by providing food, clothing, tutoring, mentoring,  
job training and addiction recovery programs*

**For more information about our organization, see our website at  
[www.wavecitycare.com](http://www.wavecitycare.com)**

**If interested in any of these opportunities, contact: Sue Warren at 757-965-8494 or  
[info@wavecitycare.com](mailto:info@wavecitycare.com)**

### **PROGRAMS AVAILABLE FOR VOLUNTEERS:**

#### **Bus Monitor**

**When and Where:** Pick up Trip Sunday mornings: leaving from Wave Church parking lot (1000 N. Great Neck Road) at 9:55 am to go to Norfolk to pick up children. Return Trip from Sunday morning Service: after Sunday morning service, leave at approximately 12:30 pm to drop kids off back in Norfolk and return to Wave Church at approximately 1:45 p.m. (Do not have to do both pickup and return.)

**Volunteer Job Description:** Interacting with children on trip to or from church and ensuring that they are in seats to ensure safety during transportation.

**Qualifications/Requirements:** Must enjoy working with children. Must have own transportation to and from Wave Church. Requires background check.

#### **Food Distribution Delivery Assistant**

**When & Where:** Must be available during the following timeframe: One Saturday each month 9:30 a.m. -10:30 a.m. Meet behind Kroger at 1800 Republic Road in Virginia Beach and then the group will proceed to Atlantis Apartments, Atlantis Rd (off Birdneck Road in Virginia Beach). Ongoing throughout the year.

**Volunteer Job Description:** Assist in picking up food from Kroger and then delivering the food to the Atlantis Community Center for families residing in Atlantis Apartments.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Valid drivers license is desired.

#### **Mentoring: One Life Mentoring – Lynnhaven Middle School**

**When & Where:** Tuesday nights from 5:30 – 7:00 p.m. during the school year at Lynnhaven Middle School, 1250 Bayne Drive, Virginia Beach.

**Volunteer Job Description:** One Life Mentoring is a team of mentors who will go into Lynnhaven Middle School and develop relationships with homeless teenagers in Virginia Beach. The focus of this program is to empower young people to realize that they can make a difference in this world. These teens will learn self esteem and good healthy relationship skills in an atmosphere of encouragement and love.

**Qualifications/Requirements:** Reliable, accountable and have a positive attitude. Must enjoy working with teenagers. Must have own transportation to site. Requires an interview and background check.

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### **Mentoring: One Life Mentoring - Atlantis**

**When & Where:** Monday nights from 6:30-7:30 p.m at Atlantis Community Center, Atlantis Drive in Virginia Beach.

**Volunteer Job Description:** One Life Mentoring is a team of mentors who will go to Atlantis and develop relationships with at-risk youth. The focus of this program is to empower young people to realize that they can make a difference in this world. These teens will learn self esteem and good healthy relationship skills in an atmosphere of encouragement and love.

**Qualifications/Requirements:** Reliable, accountable and have a positive attitude. Must enjoy working with teenagers. Must have own transportation to site. Requires an interview and background check.

### **Reality Check**

Reality Check is a compelling presentation of the message of sexual integrity by a team of young adults. The sexual integrity message emphasizes the emotional, physical and social benefits of saving sex for marriage. From classrooms to assemblies, the message is presented through video, personal stories and dynamic oratory. Reality Check educates teens on the risks of teenage sex and empowers them to make informed choices about their bodies and their futures.

**When & Where:** Various locations on various days

**Volunteer Description:** Young adult men and women to help teach and share their stories.

**Qualifications/Requirement:** Passionate about teenagers and their futures. Requires an interview and background check.

### **Regeneration**

Regeneration is an addiction recovery program utilizing the Celebrate Recovery Curriculum. This program provides a proven system of recovery. It deals with root issues and helps people progress towards a successful and transformed life. It deals with all types of addictions (drugs, alcohol, pornography, eating disorders, gambling and cutting).

**When and Where:** Tuesdays and Fridays, 7:30 p.m. at Wave Church, 1000 North Great Neck Road

**Volunteer Description:** Need volunteers to help set up room and sound and also to lead small groups

**Qualification Requirements:** Reliable, accountable and have a positive attitude. In order to be a small group leader, a background check and an interview is required.

### **ShineGirl**

SHINE is a personal development program with an inspirational, practical and experiential approach to learning. It is designed to reach teenage girls in grades 5 to 12. Shine's aim is for each girl to develop an understanding of her own personal worth, strength, and purpose and realize the potential within her to fulfill her desires.

**When & Where:** Various locations and various days

**Volunteer Description:** Looking for women who want to work with girls in grades 5-12.

**Qualifications/Requirements:** Passionate about teenagers and their futures. Requires an interview and a background check.

### **ShineWomen**

SHINE is a personal development program with an inspirational, practical and experiential approach to learning. It is designed for women of all ages and backgrounds. Shine's aim is for each woman to develop an understanding of her own personal worth, strength, and purpose and realize the potential within her to fulfill her desires.

**When & Where:** Various locations and various days

**Volunteer Description:** Looking for women who want to work with women of all ages helping them understand their self-worth and value.

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**Qualifications/Requirements:** Passionate about women and their futures. Requires an interview.

### **Strength**

Strength is a unique personal development and group mentoring tool for boys that uses an inspirational, practical and experiential approach to learning. This program is founded upon the premise that every life counts and has intrinsic value, and fosters an awareness of this belief. As a result, boys are equipped to become effective global citizens for the future.

**When & Where:** Various locations and various days during the school day

**Volunteer Description:** Looking for men who want to work with boys in grades 5-12.

**Qualifications/Requirements:** Passionate about teenagers and their futures. Requires an interview and a background check.

### **Tutoring - Virginia Beach: VB Reads**

Wave City Care is partnering with the City of Virginia Beach and Virginia Beach School System for a new program that will help struggling 1<sup>st</sup> graders learn to read or improve their reading.

**When & Where:** Elementary School in VB (Point of View, Bayside or Hermitage).

**Volunteer Job Description:** Be a reading buddy to children and read one on one or to a group as requested by the teacher.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Must be able to commit for one hour per week during school year. Must be able to attend 4 hours of training. Must enjoy working with children. Must have own transportation to site. Requires background check.

### **Tutoring- RISE Reading Program**

**When & Where:** 2nd and last Saturday of each month at Oakleaf Housing Complex, Greenleaf Road, Norfolk

**Oakleaf Volunteer Job Description:** Work with elementary school children to help improved their reading and comprehension skills.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Enjoy working with children. Must have own transportation to location.

### **Tutoring - Summer Reading Program Camp Tutor**

**When & Where:** One week in summer (date and place to be determined) from 8:45 a.m. – 3:00 p.m. Will be a field trip type atmosphere.

**Volunteer Job Description:** Work with children ages 4 to 12 yrs on pre-reading and reading skills, comprehension and writing.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Must enjoy working with children. Must have own transportation to site. Requires background check. .

### **Jobs for Life Instructor**

**When and Where:** Time, date and location may vary. Offered one or two times per year.

**Volunteer Job Description:** Work with young men and women, ages 17-22 to teach them how to obtain a job and the life skills needed to keep a job. The class equips students with core work readiness skills such as developing a vocational plan, building a resume, and learning effective interviewing skills. The class also helps them develop character and connects them to people in the community who can help them succeed in life and in the workplace.

**Qualifications/Requirements:** Men and women who are reliable, accountable, comfortable leading a group, good communication skills, enjoy working with young adults. Must have own transportation to site.

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### **Jobs for Life Champions**

**When and Where:** Time, date and location may vary. Offered one or two times per year.

**Volunteer Job Description:** Work with young men and women, ages 17-22 to mentor them as they learn how to obtain a job and the life skills needed to keep a job. Share personal experiences in the workplace and how to navigate situations that they encounter daily. Model and share on what a good work ethic entails.

**Qualifications/Requirements:** Businessmen and women or business owners who are reliable, accountable, comfortable presenting on their expertise in work field to a group, good communication skills, enjoy working with young adults. Would also like to have businessmen who would be willing to use their business as a place of internship for students. Must have own transportation to site.

### **ADMINISTRATIVE AREAS FOR VOLUNTEERS:**

#### **Administrative Assistant**

**When and Where:** Timeframe is flexible. Location is Wave City Care Office, 629 Wesley Drive, Suite 200, Virginia Beach.

**Volunteer Job Description:** Assist in administrative tasks: filing, copying, database entry.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Computer skills with Microsoft Office products a plus.

#### **Graphic Designer**

**When and Where:** Timeframe is flexible. Location is flexible.

**Volunteer Job Description:** Graphic artist and designer with experience working in various print mediums including brochures, flyers, T-Shirts and more.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Candidate must have strong layout and typography skills.

#### **Fundraising/Marketing/Event Coordination**

**When & Where:** Timeframe is flexible. Location is Wave City Care Office, 629 Wesley Drive, Suite 200, Virginia Beach.

**Volunteer Job Description:** Assist in fundraising events. Be able to represent the organization to sponsors. Assist in design of marketing materials for Wave City Care.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Experience in marketing/fundraising or event coordination is a plus!! Outgoing personality for fundraising.

#### **Newsletter Editor**

**When and Where:** Timeframe is flexible. Location is flexible.

**Volunteer Job Description:** Responsibilities: Coordinate the writing and/or layout of the monthly electronic newsletter.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Strong written communication skills. Knowledge of Emailbrain or Constant Contact is a plus!

#### **Prayer Team**

**When & Where:** Praying from home.

**Volunteer Job Description:** Reviewing prayer request lists for both the Wave City Care programs and volunteers and praying for those requests.

**Qualifications/Requirements:** Reliable, accountable and positive attitude and passionate about praying for the needs of others.

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### **Volunteer Coordination Team**

**When and Where:** A couple hours a week anytime from 9:00 a.m. to 8:00 p.m. from your home or Wave City Care Office.

**Volunteer Description:** Make phone calls to people who have expressed a desire to volunteer with Wave City Care. Take notes from calls and pass them onto the Volunteer Coordinator in a timely manner. Administrative help for team is also needed (filing, data entry, emails, etc.)

**Qualification/Requirements:** Reliable, accountable, and have a positive attitude. Must be upbeat and friendly. Must get acquainted with all volunteer opportunities available in order to connect volunteers to the appropriate place based on their talents, skills and interests.

### **Website Administrator**

**When and Where:** Timeframe is flexible. Location is Wave City Care Office, 629 Wesley Drive, Suite 200, Virginia Beach.

**Volunteer Job Description:** Maintain and update Wave City Care website. Coordinate submission of updates.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Experience working with websites.

### **Website Designer**

**When and Where:** Timeframe is flexible. Location is Wave City Care Office, 629 Wesley Drive, Suite 200, Virginia Beach.

**Volunteer Job Description:** Assist in design and upgrade of Wave City Care website.

**Qualifications/Requirements:** Reliable, accountable, and have a positive attitude. Experience in web design.