



Administration
 550 Landmarks Blvd.
 P.O. Box 250
 Alton, IL 62002-0250
 (618)463-5946 FAX (618)463-5901
 Children@riverbendfamilies.org
 www.riverbendfamilies.org

Head Start Classroom Volunteer Job Description

Job Title: Head Start Preschool Classroom Volunteer

Contact: Kristen Gosling, Public Relations Director 618/463-8913
kgosling@riverbendfamilies.org

Purpose: To inspire children to learn and love learning.

Location: Alton, Illinois

Key Responsibilities: Our volunteers interact with our preschoolers in a positive, friendly way.

- Read or tell stories
- Lead songs, rhymes or games
- Assist in supervising play, art, or other activities
- Assist in developing writing skills, playing computer games, learning to recognize letters, numbers or colors
- Assist in serving meals, each class has a snack and a meal served family style
- Keep classroom orderly, safe and clean

Reports to: Center Supervisor and Classroom Teacher

Timeframe: 2013-2014

Volunteering once a month or more counts as being a 'regular' volunteer and requires a physical and TB test. The agency will help arrange them and will cover the cost.

Time Commitment: Negotiable, we'll happily work with you.

Support Provided: The Director of Facilities will train the volunteer and show them how to access water and any other materials necessary for the job.

Your Generosity: In addition to inspiring a child, your volunteer time counts as a matching gift. Head Start is funded by the federal government. It requires that we match our federal grant with \$1 in community support for every \$4 that they give to us. That means we have to raise about \$1.9 million dollars locally.

Board of Directors

Brett Stawar, Edwardsville
 Chairman

David A. Braasch, RPh, FACHE,
 Dorsey, Vice Chairman

Billie L. Johnson, Alton, Secretary

Angie (Braid) Adams, Alton

Dr. Frank C. Bemis, Godfrey

Karen Cortez, Essic Robinson

Gay Pauly Bryant, Alton

Sam Guarino, Edwardsville

Jeana Hutchinson, Alton

Martha P. Latorre, Ph.D.,
 St. Louis

Dr. Kenneth Spells, Godfrey,

Kristin Tanzyus, Collinsville

Brenda Walker-McCain, Alton

Richard L. Watson, Edwardsville

James Wing, Granite City

Emeritus

Paul Lauschke

Michael L. Lefferson

Ronald McMullen

Steve Mottaz

Minnie Robinson

Edward Ryrie

President

Chuck Parr, ACSW

Mission

To enable children and families to develop positive skills to meet life's challenges.