



VOLUNTEER DESCRIPTIONS

Relief After Violence Encounter, Ionia/Montcalm, Inc. (RAVE-I/M, Inc.) relies heavily on the time, talent and generosity given to us by volunteers. We have a long rich history founded on volunteering and we salute those who have come before you and welcome you to join our mission.

RAVE-I/m, Inc. provides free and confidential services to women, men, and children who have been victims of domestic violence and sexual assault. These services range from a woman and children's shelter to individual and group counseling services. Without the assistance of volunteers, we would not be able to provide some key services to people who need them.

DIRECT SERVICE OPPORTUNITIES: (providing services that directly involve survivors) Long-term, direct service opportunities can require up to 40 hours of training. Depending on the level of interaction with survivors will determine the length of training required.

RAVE CHILDREN'S VOLUNTEER PROGRAM

Afterschool Volunteer Program

- Kids' Club Volunteers** – Coming to the shelter is scary for an adult; just imagine what it is like for a kid! RAVE's children's program offers a weekly Kid's Club where kids staying with us can get to know one another, learn some new things, and have a great time! The children's counselor runs the program, and needs help setting up for kids' club, working with the kids on activities, and cleaning up. If you are interested in this position, we are asking for a commitment of a few months since transitioning people in and out is hard for our kids!
- Tutoring Tuesday Volunteers** – Domestic violence is so hurtful, especially to children. Having to leave home and come to a new place is very scary and can cause kids to struggle in school. We need a volunteer to come and provide tutoring to kids in the shelter. We are asking that anyone interested in this position be able to make a commitment for a minimum of three months since transitioning people in and out is hard for our kids!

Respite Volunteer Program

- Share The Care Volunteers** – This individual will provide respite time for the hardworking and brave moms who stay with us. It can be hard to manage children in a "perfect" family setting – we all know kids can be kids. Imagine how hard it is for moms to take care of their children in a communal living, new and scary environment that is not their own home. The behavior of children who stay in our shelter can change due to the unfamiliar, new, and scary environment. Share the Care Volunteers provide respite to these mothers, so they can participate in support groups. This opportunity is flexible and could look different depending on the volunteer's interest/skill. Activities could include arts and crafts, sports, story time, games, group exercise, baking, stress relief/management activities, etc. Activities can be provided by our Youth Advocate or volunteers can coordinate their own ideas. We are asking that anyone interested in this position be able to make a commitment for a minimum of three months since transitioning people in and out is hard for our kids!

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□ **Drop-In Play Time Volunteers (Children)** – This position’s description is the same as Share the Care Volunteers; however, Drop-in Play Time Volunteers have a more flexible schedule and is based on your availability to “drop in” for a children’s activity. This opportunity is flexible and could look different depending on the volunteer’s interest/skill. Activities could include arts and crafts, sports, story time, games, group exercise, baking, stress relief/management activities, etc. Activities can be provided by our Children’s Counselor or volunteers can coordinate their own ideas. We are asking that anyone interested in this position be able to commit 1-2 hours a month since transitioning people in and out is hard for our kids!

RAVE SURVIVOR SUPPORT VOLUNTEER PROGRAM

□ **Life Skill Volunteers (Women)** – This person may provide the women some needed lifeskill information such as budgeting, nutrition, health, taxes, housekeeping, mindfulness, childbearing, yoga/fitness classes etc. This opportunity is also flexible and can accommodate those individuals looking to drop in and spend quality time with the survivors. It is so refreshing for our residents to have someone to spend time with outside of other residents and staff members. This may look like taking a walk, having a picnic, prepping a meal together or simply playing cards or sipping coffee on our deck.

□ **Emergency Response Program** – This volunteer will provide crisis response to domestic and sexual assault victims immediately following an assault. An emergency response volunteer would respond to a secure crime scene, hospital, or the local police department. This commitment level is long term.

□ **Residential Service Advocate** – Assist women and children in our residential facility by providing emotional support and advocacy, responding to needs. This individual would also answer the crisis line in the shelter. This commitment level is long term.

□ **Meal Assistance** – This individual will assist with menu planning and meal prep for the shelter. RAVE receives many food donations such as canned and boxed goods. Ideally, this individual would utilize the items RAVE currently has and assist women with meal planning around these items. This volunteer would create recipes and prepare meals with them women. This volunteer is welcomed and encouraged to eat their prepared meals with the women and children.

□ **Transportation** – This volunteer would provide transportation to clients who may not have their own form of transportation or be able to afford public transportation. This individual would provide transportation for clients to appointments, housing/apartment tours, job interviews, court hearings, etc. within the Ionia and Montcalm counties. This commitment level could range from short to long term.

□ **Internships and Field Experiences** – Internships and field experiences are available for both undergraduate and graduate degrees. Depending on the interest and needs of the person and RAVE-I/M, Inc. would determine the placement and focus of their experience. This commitment level would be long term.

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INDIRECT SERVICE OPPORTUNITIES: (providing services that do not involve direct survivor care)

- Administrative Assistant** – This individual would assist our Finance Manager and/or Executive Director with administrative tasks like organizing files, shredding, etc. This commitment level can vary depending on the volunteer.
- Skilled Labor Volunteer** – RAVE-I/M, Inc. is always in need of people who have a skilled trade. From roofing to remodeling bathrooms, whatever it is chances are we could use the help. This commitment level can vary depending on the task, but generally it is short term.
- Outreach Assistant** – Connecting with community partners is an important piece in ensuring the community knows about RAVE-I/M, Inc., and the services we provide. This volunteer would assist with outreach activities like dropping of agency cards at community agencies, volunteer to assist with tabling at local events and fairs, or any other activity that aims at educating the community about RAVE and the services we provide. This commitment level could vary depending on the volunteer.
- Fundraising/Fund Development Volunteer** – RAVE-I/M, Inc. is always looking to raise money to support our program and the survivors we serve. This volunteer would assist with fundraising activities by soliciting funds at events, grant writing, donation collection, etc. This commitment level is ideally long term.

Print Name

Date

Volunteer Signature

Outreach/Volunteer Coordinator Signature