

## Volunteering with HYC

Homeless Youth Connection (HYC) serves homeless youth, 13 – 21 years of age, who attend high schools throughout Maricopa County. HYC works with school liaisons, community supporters and individuals to help meet the needs of homeless youth so they can stay in high school and graduate.

HYC works in partnership with more than 100 high schools and online and charter schools throughout Maricopa County to provide basic needs, case management, housing, school supplies and support with education. In addition to basic necessities, HYC provides youth with life skills training and mentoring. Approximately 80% of our youth choose to go to college, enter the military or obtain vocational training.

All HYC services are provided free of charge to youth and to the school. HYC relies on volunteers and community support to reach its mission “to eliminate barriers to graduation for homeless youth and create lasting solutions for a successful future.”

### Volunteer requirements and restrictions:

- All volunteers must complete a Volunteer Application and Confidentiality Agreement.
- Some volunteer positions require a State of Arizona Fingerprint Clearance Card. Clearance card applications can be obtained through HYC. The Arizona Department of Public Safety (AZDPS) charges HYC \$20 for a volunteer fingerprint check. If you are able, we ask that you donate the fee to help alleviate the cost to HYC.
- Unless otherwise stated, volunteers must be at least 16 years old to volunteer unaccompanied.
- Volunteers under the age of 16 must be accompanied by an adult. The volunteer role/project must be suitable for a child under the age of 16.
- Due to the nature of our program, we are unable to assist with completing court mandated community service hours.

### Current HYC Volunteer Opportunities

#### 1. Administrative In-Person (limited due to COVID)

- a. Are you task-oriented, enjoy customer service and like working in a friendly office environment? HYC can use assistance with mailings, filing, assembling packets, computer work, greeting visitors, and other administrative tasks assigned by the HYC Office Manager.
- b. Time Commitment
  - i. Opportunities are sporadic and occasional
  - ii. Monday through Friday
  - iii. 9:00 a.m. to 4:00 p.m.
- c. Requirements
  - i. Volunteers must be 18 or older and must have or be willing to obtain an Arizona fingerprint clearance card.

#### 2. Administrative Remote

- a. Are you task-oriented, enjoy contacting community members and like research? HYC can use assistance with researching opportunities for Lunch & Learns, creating community partner organization contact lists, and other tasks assigned by the Community Engagement Manager.
- b. Time Commitment
  - i. Opportunities are sporadic and occasional
  - ii. Monday through Friday

- iii. 9:00 a.m. to 4:00 p.m.
- c. Requirements
  - i. Volunteers must be willing to make phone calls and send emails on behalf of HYC.

### **3. Advocate**

- a. Do you have a passion for championing for those who don't have a voice? Like to educate/inform your circles about issues in our community? Can you contact your legislature/representative with an email, letter or phone call? Do you like to meet people and answer questions about an important organization? Are you comfortable with public speaking (3-5 minutes)?
- b. Time Commitment
  - i. Varies: May involve writing emails/letter, calling and leaving messages, tabling an event and answering questions – let us know what time you have available.
- c. Requirements
  - i. Attend training to be prepared to speak on HYC's behalf, have transportation to attend events, able to carry supplies to events as needed (table, chairs, brochures, signage etc.)

### **4. Ambassador (limited due to COVID)**

- a. Do you enjoy connecting with your community? We are looking for enthusiastic individuals to be the faces of HYC, raise community awareness, promote our mission, services and fundraising efforts. Our Ambassadors will receive training to advocate HYC's mission at community events, service organization presentations, and may engage a business or church group to get involved with HYC.
- b. Time Commitment
  - i. Varies: weekdays and weekends
- c. Requirement
  - i. Attend training to be prepared to speak on HYC's behalf, have interpersonal skills, transportation to attend events, able to carry supplies to events as needed (table, chairs, brochures, signage etc.). Ultimately, you should be able to positively grow our organization's awareness within the community.

### **5. Delivery & Transportation (limited contact due to COVID)**

- a. We are looking for reliable and polite drivers with a commitment to our mission. Responsibilities of the Delivery Volunteer include transporting basic supplies to off-site HYC emergency pantry locations within the high schools, community partners and our emergency home. Delivery Volunteers will pick up boxed supplies (usually about one to three boxes) and deliver to the designated location.
- b. HYC has an ongoing need to transport students to and from authorized service appointments. They may need to go to various medical appointments, social security offices or job interviews and will need a ride. Ideally, the volunteer will commit to one day a week or one day every other week; the need for transportation will vary.
- c. Time Commitment
  - i. Monday through Friday
  - ii. 8:00 a.m. to 4:00 p.m.
  - iii. A regular commitment is preferred (weekly, twice a month, etc.)
- d. Requirements

- i. Volunteers must be 18 or older and must have or be willing to obtain an Arizona fingerprint clearance card. A clean driving record and current auto insurance are also required.

## 6. On-Call

- a. From time to time HYC receives opportunities that without volunteer support we're not able to participate in. We are seeking On-Call Volunteers who are willing to jump in and lend a hand, sometimes on short notice. It may be unloading and/or sorting a large donation, helping to staff a special event that benefits HYC, or helping during the holidays. This is an ongoing opportunity. We send out an email to our list of On-Call Volunteers to explain the need and with instructions on how to sign up.
- b. Time Commitment
  - i. On-call scheduling
- c. Requirement
  - i. Willing to receive emails about opportunities and volunteer your time if it is a fit for your interest and schedule.

## 7. Resource Closet (limited due to COVID)

- a. We receive donations all year long. These items need constant review, to be sorted and displayed within our Resource Closet. With limited space, we want to make sure we keep our youth items relevant. We always appreciate extra hands to keep our Resource Closet neat, clean and orderly. We are open to individuals and groups. Would you like to help?
- b. Time Commitment
  - i. Monday through Friday
  - ii. 9:00 a.m. to 4:00 p.m.
- c. Requirements
  - i. Volunteers must be 18 or older and must have or be willing to obtain an Arizona fingerprint clearance card. A clean driving record and current auto insurance are also required. Volunteers must be able to stand for extended periods of time and lift 25 pounds. Able to pick-up donations from community partners, transport donations to students or schools. Able to go shopping for specific items that being requested by a student (shoes, sporting equipment, etc.)