

**Services for People with Disabilities - Family and Community Supports Event
Volunteer Job Description**

Purpose: To provide a range of social and recreational opportunities that engage, support, and include people with intellectual/developmental disabilities and their families. Volunteers help to facilitate activities, engage with participants, set-up/clean-up, assist with event planning.

Site & Time:

- Events take place multiple times throughout the year, typically evenings and Sundays, and may take place on-site at a JCFS building, or off-site at community locations such as parks, skating rinks, bowling alleys, etcetera
- Events are typically in-person
- Times for events may vary; may be daytime or evening

Traits

- Enthusiastic and positive attitude
- Outgoing: ability to quickly, and easily, engage with a variety of people
- Comfortable engaging, supporting people with intellectual/developmental disabilities and their families, including children, youth, and adults
- Reliable/dependable

Responsibilities

- Assist with the set-up/take down of event
- Be able to attend to assigned task such as:
 - Welcoming, greeting, and orienting participants to an event
 - facilitating an activity (e.g.: games, art project, music, sports, etc.)
 - providing supports that facilitate an individual's participation in activities
 - Assist with set-up/clean-up, serving of food (when needed);
 - Assist with facilitating connections/introductions between event participants
 - other tasks as applicable
- Opportunities to assist with event planning possible
- Engage with participants attending events/activities to help promote and create an atmosphere of togetherness and fun!

Key Interactions

Clients	Staff		
Volunteers			

If interested, please contact Haley Zimmerman, Volunteer Coordinator, at haleyzimmerman@jcfs.org or (773) 467-3746.