



CATHOLIC FAMILY CENTER
Give people hope and they can do anything

CFC Volunteer Opportunities Jan-Mar 2019

OPPORTUNITY	DEPARTMENT	TIME / LOCATION	DESCRIPTION OF DUTIES
Clerical help	Financial, Legal and Guardianship Services	Flexible hours, Weekdays time TBD 87 N Clinton Ave	Provide clerical support for staff and clients. Minimum age 18, six month commitment required CONTACT hscacchetti@cfcrochester.org
Caring & Sharing – Women’s Group	Refugee, Immigration & Employment Services	Last Thursday of the month in the afternoon, 1.5 hours	Share your talents & interests – hobbies, professions with refugee women one time commitment CONTACT oomar@cfcrochester.org
Coordinator for Caring & Sharing Women’s Group	Refugee, Immigration & Employment Services	Flexible Can be done from home	Coordinate transportation and activities for this group of refugee women. Minimum age 18, six month commitment required CONTACT oomar@cfcrochester.org
Computer lab, Employment Support	Employment Services	87 N Clinton Ave Tuesday and Wednesday, 10:00 a.m. – 12 p.m.	Develop classes on basic Microsoft office skills, resume writing, and other employment skills. Help legal immigrants learn basic computer skills and how to utilize the internet for job searches. Assist with resume preparation, applications, and conduct mock job interviews. Minimum six month commitment CONTACT myounes@cfcrochester.org
Cook a meal in the shelter with three or four friends	Emergency Housing	Zip codes 14611 or 14613 Weekend evening from 4:30 to 7 PM	We provide the food. You design the menu, prepare, serve and clean up the evening meal with a group of friends. One time Commitment. Minimum age 14 with adult. CONTACT malee@cfcrochester.org or wdeitmer@cfcrochester.org
English tutors/teachers	Refugee, Immigration & Employment Services	Time and site TBD	Help legal immigrants learn basic English. Must be 18 or older. Minimum age 18, six month commitment required CONTACT myounes@cfcrochester.org
Digital marketing, communications and donor engagement (experienced only please)	Marketing & Communications	weekday hours/flexible 87 N Clinton Ave	Help CFC spread the word and increase support in our community! Support internal and external communication and donor engagement initiatives. Coordinate and foster proactive media relations. Support special events, especially the agency’s major fundraising activities. Support Internal and External Brand Minimum commitment 6 months CONTACT kgrant@cfcrochester.org

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Facilitate life skills workshops	Son House / Emergency Housing	Weekdays 539 Joseph Ave and other sites TBD	Help clients learn basics of managing money, keeping a house, looking for work, arts & crafts. Create and deliver a six- eight week, once a week series with the guidance of a case manager. Two person teams welcome. Minimum age 18, six- eight week commitment required CONTACT mhills@cfcrochester.org
Family Support/Self Sufficiency Volunteer Teams	Refugee, Immigration & Employment Services	Will work around your schedule	These positions work well for groups of volunteers. Help families with everyday tasks, learning how to get around, English skills, understanding mail, budgeting, shopping, etc. Minimum six month commitment CONTACT myounes@cfcrochester.org
Household chores	Support to Aging Residents (STAR)	Flexible hrs , client homes, Monroe Co	Help seniors stay independent by helping with simple home chores. Minimum age 18, six month commitment required CONTACT evelezupeguil@cfcrochester.org
Parenting group facilitators	Women's Shelters	Tuesday evenings 7-8 PM for four week sessions, once per quarter	Work in teams of two or three to provide parenting groups for women in homeless shelters. Curriculum and training provided. Minimum age 18, six month commitment required CONTACT mjalbert@rochester.rr.com
Sort and Inventory Donations	Volunteer services	1645 St Paul ST Weekday hours flexible	Pick up, sort and distribute donations three-four times a month. Perfect assignment for two or three friends. Six month commitment CONTACT cgill@cfcrochester.org
Yard Work	Adult & Aging	Flexible	Help senior citizens remain independent by helping with seasonal yard work. Minimum age 14. CONTACT evelezupeguil@cfcrochester.org

Groups seeking one time service opportunities please contact cgill@cfcrochester.org