



Volunteer Opportunities

So much to do and these agencies need your help.

September October

Special Event Planner: Assist with development and organization of annual Walk to Remember in June, 2017 for east side hospice. Volunteers will work at agency headquarters 2-3 days per week. Start and end dates and hours are flexible and some experience in event planning is helpful. Contact Sue at 216-391-9500 x 120 or ssmith@greaterclevelandvolunteers.org.

Gift Shop: Sales assistants needed at east side resale shop that sells furniture, household goods, jewelry, collectibles, purses, etc. Cashiers also needed. Retail experience helpful but not required, training is available, as well as those willing to sort and price donations. Shop is open Monday-Thursday, 10:00 a.m. to 6:00 p.m.; Friday and Saturday 10:00 a.m. to 5:00 p.m. Hours and days are flexible. Contact Sue at 216-391-9500 x 120 or ssmith@greaterclevelandvolunteers.org.

Administrative Volunteer: Greet guests at east side office of agency dealing with Alzheimer's disease and direct them to the appropriate staff member. Computer skills are not required for this position and you will not be answering phones but will be making phone calls as requested. Needed for 2-4 hour shifts once or twice on weekdays between 8:30 a.m. – 4:30 p.m. Contact Sue at 216-391-9500 x 120 or ssmith@greaterclevelandvolunteers.org.

Meals on Wheels: You can be the highlight of the day for a homebound individual by helping deliver a hot meal. Meals on Wheels agencies are located on the east and west sides of the Greater Cleveland area and volunteers work for one hour, one day each week (Monday-Friday) delivering prepared meals on a set route. Volunteers can work individually or in teams of two. A background check is required. Contact Sue at 216-391-9500 x 120 or ssmith@greaterclevelandvolunteers.org.

Mentor: Be a mentor to a boy or girl who needs a little extra attention. This can be done early evenings or weekends. Clean background check, valid OH driver's license and a reliable car are all necessary. Contact Lynette at 216-291-9500 x 123 or Imaistros@greaterclevelandvolunteers.org.

Friendly Visitors: We have several nursing homes that are looking for visitors to cheer up patients who have no family nearby to visit them. You would watch TV or movies, play cards, read or just visit and chat. This can be done daytime, early evening or weekends at both east and west side locations. Contact Lynette at 216-291-9500 x 123 or Imaistros@greaterclevelandvolunteers.org.

Math and Reading Tutors: Are needed in schools on both the east and west sides of Cleveland and the suburbs working with K – 8th grade students. Also needed are after-school program volunteers as reading tutors for 1st and 2nd graders and as Homework Helpers for K – 6th or 7th – 10th graders. Contact Lynette at 216-291-9500 x 123 or Imaistros@greaterclevelandvolunteers.org.

Office Assistance: Provide help with clerical work, office filing, social media messaging and communications with different organizations throughout Cuyahoga County. There is also a need for assistance with fundraising and grant writing. Contact Cecille at 216-391-9500 x 122 or charris@greaterclevelandvolunteers.org.

ONE—DAY VOLUNTEER OPPORTUNITIES: Thursdays: November 3, December 1 and January 5, help distribute fresh fruits and vegetables at a Cleveland elementary school, various shifts from 12:45 p.m.-5:00 p.m.

Beginning November 25 through December 31, help with an annual holiday festival at the Cleveland Botanical Garden. Shifts of 4 hours available seven days per week. Volunteers will assist with safety, gingerbread house decorating and children's crafts. Contact Jan at 216-391-9500 x 124 or at jvectirelis@greaterclevelandvolunteers.org.

REFER A FRIEND

Did you know that the MOST successful recruitment tool we have is YOU!

Help us spread the word about the need for volunteers in Cuyahoga County. We are specifically seeking additional volunteers, age 50+ to serve in key impact areas.

All entries must be received by December 30, 2016 to be eligible for this drawing to win \$25.00. To submit a friend's name, just complete the form below, with the person's contact information. **Our staff will follow up with the referred individual/s.** You may enter as often as you like throughout the year the drawings are held quarterly.

Contact our office at 216-391-9500 or email contact@greaterclevelandvolunteers.org, with any questions.

You can mail the form below to: Greater Cleveland Volunteers, 4415 Euclid Avenue, # 200, Cleveland, OH 44103 or email.

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REFER A FRIEND

Your First Name: _____ Last Name: _____

Phone: _____ Email: _____

By submitting this form, you are stating that you have spoken to the listed individuals about Greater Cleveland Volunteers and they have expressed an interest in learning more about volunteering.

MY REFERRALS:

First Name: _____ Last Name: _____

Phone: _____

Email: _____

First Name: _____ Last Name: _____

Phone: _____

Email: _____

First Name: _____ Last Name: _____

Phone: _____

Email: _____

First Name: _____ Last Name: _____

Phone: _____

Email: _____