



## Volunteer Opportunities for fall 2009

Tuesday, September 8<sup>th</sup> to Friday, December 11<sup>th</sup> (14-Week Program)  
*HOLA will be closed: Thursday, November 26 and Friday, November 27 due to Thanksgiving Holiday.*

Hundreds of lives get impacted day by day by the support of our volunteers. HOLA volunteers become part of our goal in providing our children a life full of positive development and new opportunities.

We have many opportunities for the fall program in which you, a relative or a friend could help make a difference in the Los Angeles community. Please see below for a list of opportunities:

### ELEMENTARY SCHOOL OPPORTUNITIES

**Homework Assistance and Tutoring:** Volunteers primarily help students with their homework assignments in subjects such as language arts, writing, math, science and social studies. They provide one-to-one assistance when supplemental help is needed. Tutoring hours M – Th from 3:30 pm to 5 pm.

**Elementary Class Assistants:** We are looking for committed individuals who can assist our instructors and kids in their clubs. These are once a week from 5 pm to 6 pm. Here is the list of the classes that need assistants:

Monday	Tuesday	Wednesday	Thursday	Friday
History’s Mysteries	Math	Creative Writing	Art	Activity Day
Computers	Art	Computers	Physical Education	(4:30 pm to 6 pm)
Physical Education	Cooking	Art	Go Girl Go	
Start Something	Imagine Nation	Express Yourself	First Experiences	

**Go Girl Go Program for Middle School and Elementary School Students:** HOLA is looking for empowering women professionals to teach a one-time class to a small group of girls. This class covers themes such as health, self esteem, friendship, school, sports, and etc. The class can be a lecture or can be an activity. Every week we have a different event. Every event is on Thursdays from 5:30 PM to 6:30 PM for middle school and from 5pm to 6pm for elementary school - We need a professional woman or an athlete woman per week or event. [one time only]

### MIDDLE SCHOOL OPPORTUNITIES

**Homework Assistance and Tutoring:** Volunteers primarily help students with their homework assignments in subjects such as algebra, reading, writing, and history. They provide one-to-one assistance when supplemental help is needed. Tutoring hours M – Th from 4:00 pm to 5:30 pm.

**Science Instructor:** We need an instructor who will be willing to entertain an educational science class. Volunteer must be experienced in this field and must teach one class a week (either M, T, W, or Th) from 5:30 pm to 6:30 pm. Instructors can be young adults, adults or older adults who are professionals or educated. This is a great opportunity to share your skills and to create your own syllabus.

**Foreign Language Instructor:** We need an instructor who can teach a foreign language class such as French, Italian, Chinese among others. Instructor designs its own curriculum and syllabus. Instructor needs to be fluent in the language that he/she will be teaching and be able to accept and interact with kids of other ethnicities. Volunteer must teach one class a week (either M, T, W, or Th) from 5:30 pm to 6:30 pm.

**Spanish Instructor:** We need an instructor who will be willing to teach students how to read and write in Spanish. Instructor needs to be fluent in Spanish and willing to be patient with non-Spanish speaking students. Volunteer must teach one class a week (either M, T, W, or Th) from 5:30 pm to 6:30 pm. This is a great opportunity to share your skills and to create your own syllabus.

**Video Games Instructor:** Seeking for instructor who will be teaching students how to play video games and tricks; including working out with the wii. He/she must enjoy interacting with children, needs to be a good role model, patient and have a good sense of humor. Volunteer must teach one class a week (either M, T, W, or Th) from 5:30 pm to 6:30 pm.

**Self Defense Instructor:** Seeking for instructor to teach non-violent practical and effective self-defense techniques and prepare students for a variety of situations; including bullying. Instructor must emphasize its practices for self-defense only, and teach students to have a clear understanding of being personally responsible for their actions and attitudes. Volunteer must teach one class a week (either M, T, W, or Th) from 5:30 pm to 6:30 pm.

**Basketball Coach:** Volunteer will schedule, organize and run an hour of basketball practice and games. He/she will support the basketball program coaching under the supervision of the Middle School Director. Volunteer must teach one class a week (either M, T, W, or Th) from 5:30 pm to 6:30 pm.

**Sewing Instructor:** We are looking for a volunteer to teach our kids in a sewing class for beginners. This class meets every Tuesday from 5:30 pm to 6:30 pm.

**Internet Expert:** We are looking for a volunteer to teach kids how to use the internet efficiently. Expert must be knowledgeable about the different websites that can benefit our students and educate them in this field. Volunteer must teach one class a week (either M, T, W, or Th) from 5:30 pm to 6:30.

**Create and teach your own class:** We are looking for volunteers to instruct their own class utilizing their own skills. Instructor will be given the creative freedom to design their own curriculum and encouraged to bring new ideas and possibilities to the class. Volunteer must teach one class a week (either Mondays or Thursdays) from 5:30 pm to 6:30 pm

**Field Trip Chaperone:** We are looking for volunteers who can supervise our children during fieldtrips. It may include field trips riding the metro.

## HIGH SCHOOL OPPORTUNITIES

**Homework Assistance and Tutoring:** Volunteers primarily help students with their homework assignments in subjects such as algebra, calculus, geometry, biology, chemistry, economics, government, and English. They provide one-to-one assistance when supplemental help is needed. Tutoring hours M – Th from 4:30 pm to 6:30 pm.

**College Applications Mentor:** We need professional volunteers to work with high school students and assist them on filling out college applications, writing personal statements, and other related essay writing assignments. Volunteers will meet with students every Wednesday from 6:30 pm to 8 pm. First meeting will be Wednesday, September 9.

**Fitness Instructor:** Seeking for instructor to teach health and fitness; including physical exercise and a variety of physical activities. The emphasis of this class may include increase self-esteem and healthy habits. Volunteer must teach one class a week (Monday, Tuesday or Thursday) from 6:30 pm to 7:30 pm or 4:30 pm to 5:30 pm.

**Cooking Instructor:** Seeking for instructor to teach healthy cooking class. Instructor will have the freedom to design his/her own class and to create own syllabus. He/she must teach one class a week (Monday, Tuesday or Thursday) from 6:30 pm to 7:30 pm or 4:30 pm to 5:30 pm.

**Korean Instructor:** We need an instructor who will be willing to teach students a fun and interactive entry level Korean class. Instructor needs to be fluent in Korean and willing to be patient with non-Korean speaking students. Volunteer must teach one class a week (Monday, Tuesday or Thursday) from 6:30 pm to 7:30 pm or 4:30 pm to 5:30 pm. This is a great opportunity to share your skills and to create your own syllabus.

### ART PROGRAM OPPORTUNITIES

**Homework Assistance and Tutoring:** Volunteers primarily help students with their homework assignments in subjects such as language arts, writing, math, science and social studies. They provide one-to-one assistance when supplemental help is needed. Tutoring hours M – F from 3:30 pm to 5 pm.

**Portrait Model Wanted for Advanced Drawing Class:** We are looking for volunteers to pose for our HOLA artists in their drawing class. Models need to just stay steel for the master piece that our little artists will make out of you. There are a few breaks in between. (No nudity) We need models on Mondays from 4 pm to 6 pm. This is a one time opportunity.

**Printmaking Assistant:** We are looking for a committed individual to assist our art instructor in dry point etching on plastic, grounds and printing stencils. The class uses a combination of water-based and oil inks. This assistant will volunteer every Wednesday and/or Thursday from 5:30 pm to 6:30 pm.

**Art Library Organizer:** We need volunteers to organize our HOLA's art library books by name or subject. These volunteers will have the opportunity to organize the library openly and being creative. This can be a one time commitment or ongoing if desired.

**Art History Slide Digitizer:** We would need someone to scan art slides and save the files into a folder for HOLA's reference. This can be done any day, any time. This can be a one time commitment or ongoing if desired.

### ATHLETICS OPPORTUNITIES

**Soccer Greeter:** We are looking for a leader-volunteer who can be communicative, reliable, and punctual. This person will greet and supervise the team at the soccer field and will make sure everything is in place. They meet Monday – Saturday from 3 pm to 6 pm. High school students are welcome for this position.

### ADMINISTRATION OPPORTUNITIES

**Historian:** Historian will work along with the Executive Director collecting and recording the history of HOLA Youth Program from beginning to today. He/she can volunteer at his own time and will need to be in constant communication with the executive Director. This opportunity is excellent for those who want to change the

lives of our HOLA youth. Last but not least, this person will have the privilege of transforming a blighter gang infected neighborhood into a spring urban center. [This is an ongoing opportunity]

**Reception Desk:** This volunteer will be responsible for answering the telephone and directing calls to the staff. In addition, she/he will greet visitors and provide program information. Any time and day from 10:00 AM to 2:00 PM.

**Facebook/Myspace Expert:** This volunteer will be responsible for updating and for adding programs into HOLA's facebook and myspace blogs. He/she will also be responding to comments and mails. It is at your own pace and time. Volunteer can work from home, but will meet periodically with volunteer coordinator for updates.

### **Volunteer Requirements**

- *An interview with volunteer coordinator*
- *Copy of picture ID, driver's license or school ID*
- *Background check - Two choices (This is only if someone will volunteer more than twice):*
  - *(1) free of charge or*
  - *(2) \$20 charge*

If you are interested in volunteering and make a change in the Rampart community, please call:  
Zorayda Mejia, Volunteer Coordinator  
2701 Wilshire Boulevard, Suite 100, Los Angeles, CA 90057  
Phone: (213) 389-1148, ext 247 Fax: (213) 385-1085  
[www.heartofla.org](http://www.heartofla.org); [zmejia@heartofla.org](mailto:zmejia@heartofla.org)

## **Our volunteer opportunities are also available at:**

### **Community Websites:**

Heart of L.A./HOLA Website	<a href="http://www.heartofla.org/volunteer">http://www.heartofla.org/volunteer</a>
Volunteermatch Website	<a href="http://www.volunteermatch.org/search/org25465.jsp">http://www.volunteermatch.org/search/org25465.jsp</a>
Serve.org	<a href="http://www.serve.gov/">http://www.serve.gov/</a>
All for Good	<a href="http://www.allforgood.org/">http://www.allforgood.org/</a>
United Way Website	<a href="https://volunteer.united-e-way.org/uw gla/org/10331216784.html">https://volunteer.united-e-way.org/uw gla/org/10331216784.html</a>
Volunteer Center of L.A./ALSC	<a href="http://www.vcla.net">www.vcla.net</a>

### **Colleges:**

UCLA/Career Center	<a href="http://career.ucla.edu/Homepage.aspx">http://career.ucla.edu/Homepage.aspx</a>
USC/Volunteer Center	<a href="http://sait.usc.edu/volunteer/index.asp">http://sait.usc.edu/volunteer/index.asp</a>
CalState L.A./EPIC	<a href="mailto:epic@cslanet.calstatela.edu">epic@cslanet.calstatela.edu</a> Telephone: (323) 343-3380
Santa Monica City College College Central Network Services	<a href="http://www.collegecentral.com/smc/">http://www.collegecentral.com/smc/</a>
Glendale Community College	<a href="mailto:CSI@glendale.edu">CSI@glendale.edu</a> Telephone: (818) 240-1000, ext 5580, 5789 or 5790
Los Angeles Valley College	<a href="http://www.lavc.cc.ca.us/service.html">http://www.lavc.cc.ca.us/service.html</a> Telephone: (818) 947-2642

## **High Schools:**

Loyola High School	<a href="mailto:tzeko@loyolahs.edu">tzeko@loyolahs.edu</a> Telephone: (213) 381-5121, ext 155
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**Winter 2010 Program: January 11, 2010 to March 26, 2010  
(Tentative)**