The WYC helps to prepare young people to be successful in life through career and education activities, creative leadership opportunities and supporting healthy lifestyles. Volunteers play a vital role in the success of the youth enrolled at WYC. This positions are flexible, and require commitment to a full term. At WYC a term includes the 6 weeks during the summer (July - August) or 30 weeks during the school year (September to June).

Current Opportunities

**Receptionist:** Greets customers in person and on the telephone. Signs in guest and members and routes telephone inquiries to the appropriate person. Maintain a professional appearance and front desk operation.

**Program Evaluator:** Supports programs and activities through review of program information, implementation methodology and performance outcomes. Interacts with staff to gather client data. summarizes information reviewed and makes recommendation for improvement.

**Program Assistants:** Support the implementation of program activities at WYC. Assists facilitators to achieve the program activity goals. Alternatively, an assistant may propose program activities to be approved for implementation.

**Mentors:** Serves as a role model and support one or more youth to achieve personal aspirations.

**Tutor:** Two or more days per week, the tutor supports the academic achievement of youth enrolled at WYC. Has the ability to work with individual member. Individuals with high aptitude for math and science are strongly encouraged to apply.

Universal Requirements:

Commitment. Experience working in a community environment with at-risk and proven-risk adolescents and young adults. Proven experience or aptitude in the area(s) in which to be involved. Ability to work in teams with staff, partners, supervisors and volunteers/interns. Availability during normal Center hours (10:00am and 8:00pm) and some weekend.

Illustrative Duties & Responsibilities:

- Works within a team and contributes to the day-to-day operations of the Center.
- Attends internal meetings as assigned and acts as a liaison with external organizations.
- Serves as a role model for youth, exhibiting behaviors that encourage positive results.
- Focuses on positive youth development and maintains high youth development professional standards.
- Performs other duties as assigned.

Qualifications

- Relationship management skills and experience in establishing appropriate and meaningful connection to youth.
- Ability to work with multiple staff, youth and visitors of diverse backgrounds and abilities.
- Required to submit to a background check including a Criminal Offender Record Information (CORI) review.
Application Process:

Interested parties should complete the volunteer form and email a cover letter describing their experience relative to this position and if possible, include a resume. The documents can be sent electronically to Hr@worcestervouthcenter.org. Unfortunately, telephone calls will not be returned.