

Volunteer Positions

Our organization could not exist without the volunteerism provided by members of the community. We try to match tasks, projects, and events with the individual's talents, resources and interests. Progress Ranch also considers the length of time you will be volunteering before assigning or delegating volunteer opportunities.

Short Term: One day to one week opportunities: Progress Ranch Holiday Party, (first weekend in December), Christmas gift wrapping party, 4th of July Community Picnic Fundraiser, Mervyns Childspre (July-August) and other scheduled events and house projects during the year.

Short term volunteers can help from one day to three months. Short-term volunteers usually do not need a fingerprint clearance. Volunteers who have not been "cleared" must have staff present if they are working at our residential sites. They cannot be alone with any resident of our program.

Long term: volunteer job descriptions include board members, tutors, interns, special friends.

These positions require screening clearance. After being cleared on the necessary paperwork volunteers can work unsupervised at the residential sites. After some exposure, they may have unsupervised contact with residents. Requirements vary according to the volunteer position, for example board members have lower screening requirements than tutors, interns or special friends.

Before your volunteer position is confirmed you could be screened for the following requirements:

A. GENERAL REQUIREMENTS

1. Volunteers must exhibit good moral character, reliability, maturity and conscience. See our list of twelve values for guidelines. Dedication and patience is important for positions with child contact.
2. Volunteers may be asked to attend orientations and ongoing training sessions.
3. Most volunteer positions require communication in English, verbal and written. Spanish is helpful in some situations.
4. It is essential that volunteers cooperate with house staff to support and maintain the Progress Ranch program, even though the volunteer might not always agree with every staff decision. Volunteers are team players that follow rules and procedures.
5. Volunteers are encouraged to bring problems to the attention of the director, and not to try to settle disputes in the presence of the residents. Parenting and behavior modification requires consistent messages from adults and respect for authority.

B. SPECIFIC REQUIREMENTS FOR SOME POSITIONS

6. You must qualify if you are applying for UC Davis Internships
7. Long term volunteers must pass fingerprinting clearance (Our cost is \$55.00 for each clearance processed, so let us know if you can reimburse us with a tax-deductible donation.)
8. Child contact requires a tuberculosis clearance that is less than one year old from your local clinic or physician at your expense, and your physician must also provide a statement of good physical health.
9. If you drive for our agency, you will need a good DMV record (less than 2 points). If you transport residents, you will need a vehicle safety check and will need to provide us with a copy of current insurance.

C. RESPONSIBILITIES

1. Once you start a task or project, ask for input and help, and complete the project.
2. Volunteers are responsible for filling out a time sheet and signing it monthly.
3. Familiarize yourself with all aspects of the operation that may require your assistance.