



VOLUNTEER POSITION DESCRIPTION

VOLUNTEER ASSIGNMENT: Day Care Observer

DEPARTMENT: Children's Services/Calico Day Care Center

REPORTS TO: Volunteer & Community Activities Coordinator and Calico Manager or Designee

QUALIFICATIONS

- Referral from a college, university or high school for a one time visit for observation and note taking only– no names may be used
- Enjoy interacting with children with and without disabilities
- Ability to follow instructions and ask questions
- Focus of full attention on children at all times
- Team player
- Respect for confidentiality

RESPONSIBILITIES

To be assigned by Calico Manager or designee and may include:

- Assisting in classroom activities such as games and reading
- Monitoring and helping the children
- Assist during meal times
- Organizing classrooms
- Clerical tasks

Revised: March 2011