



Allendale

Volunteer Opportunities Guide

★ Hope and healing start here.



Allendale

"We understand that kids need more than a safe haven from a life of crisis, trauma and neglect. That's why we champion their best interests -- empowering each of them to transcend their circumstances -- with positive support and consistent, ongoing guidance.

We believe everyone deserves a healthy childhood, a caring family and a chance to learn, grow and change course. Allendale is a place where kids have the opportunity to restore their life and discover a better future.

At Allendale, we believe in every kid until they can believe in themselves."

Does your path include
volunteer work?

Allendale Volunteers Make a Difference!

Can you see yourself helping the youth at Allendale in any of the following ways?

EDUCATIONAL SURROGATE VOLUNTEER



Do you have the compassion to see that our kids get the most out of their education? We need adults to evaluate a child's Individual Education Plan (IEP) to ensure that it is meeting the child's academic needs. Educational Surrogates attend quarterly meetings at the school to review the IEP. They also receive the child's report card and advocate for the child in terms of his or her educational growth. This position does not require a big investment of time, but it does make a great contribution towards a child's future. As our school program runs year 'round, we do need a 12-month commitment. Training is provided with the Illinois State Board of Education.

GREENHOUSE VOLUNTEER

If you have a green thumb and want to share your love of gardening and horticulture with our kids, volunteer at our **Bernard B. Rinella, Jr. Horticultural Center**. Help out with class projects, our big sale events, and assist the kids as they learn to care for and maintain our beautiful plants inside our greenhouse and in our campus gardens.



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Allendale Volunteers Make a Difference!

CHAPEL VOLUNTEER



As a Volunteer with Allendale Association's Interfaith Religious Services, you may choose to assist the Interfaith Coordinator in preparing for weekly chapel services, prepare craft projects for Religious Education, lead a Bible Study, direct a Children's Chorus or support the worship service with your musical talents. The goal of the Religious Services Program is to support students in their spiritual journey, and your volunteerism will help to reach the residents who choose to participate in this program.

THERAPEUTIC RECREATION VOLUNTEER

You love the idea of spending time with our residents, and a structured situation works best for you. Why not join our Therapeutic Recreation staff as they do an activity with the kids? Sessions are 2 hours long and are available on weekends. You may join us as once a week, twice a month, or something in between.

We also offer fun seasonal activities/events like our Annual Trunk or Treat event every fall.



SPECIAL PROJECTS & GROUP VOLUNTEERS



Special Projects: Maybe your free time coincides with our special need. Can you teach needlework or cooking? Do you like to wrap presents? Santa's elves would love to have your help at holiday time, when kind and generous people donate gifts for our kids. Another option: you could be the behind-the-scenes helper at resident and/or staff events. This position would be fun for friends to do together. We also need volunteers to care for children during trainings or drive youth to visits. Please call for Special Projects listings; these are ever-changing and always fun!

Group Volunteers: If you have a group that would like to volunteer, we offer a variety of opportunities from campus beautification projects to game days with the kids. Groups wanting to consistently participate may also enjoy Group Mentoring.

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EDUCATIONAL SURRAGOTE VOLUNTEER

Educational Surrogate Parents (ESP) serve as the guardian of a child's academic needs and rights. Following a 6-hour training session conducted by the Illinois State Board of Education, you are assigned a resident who does not have parents to legally speak on behalf of his or her educational needs.

As an Educational Surrogate Parent, you have an opportunity to meet the student and his or her teacher, as well as the responsibility of reading the child's educational file. It is your role to make certain that your assigned child's Individual Education Plan (IEP) is meeting his or her academic needs. Four staffings are held during the course of the year, scheduled at your convenience. It is during this important time that you and the educational and treatment staff review the IEP and make any necessary adjustments; two of the conferences may be handled via telephone, if necessary. The child's quarterly report cards are sent to you, along with any other information regarding educational services for him or her.

As our population of children and adolescents without legal parents grows, so does our need for each of them to have an Educational Surrogate Parent. This position does not require a big investment of time, but it does make a great contribution towards a child's future. Maybe YOU are that special person with the qualities of compassion and common sense that will ensure that one more child gets the quality education that she or he deserves. Some of our ESPs believe so passionately in the importance of education that they have chosen to represent several of our residents during the school year - and you may do so, too!

Program & Application Process

1. Applicants must be at least 21 years of age.
2. Complete Volunteer application form.
3. Provide 3 character references.
4. Complete a background check as conducted by the Illinois State Board of Education.
5. Attend a 6-hour training session conducted by the Illinois State Board of Education to learn the principles of being an effective ESP. This training is available on the campus of Allendale Association and is free of charge.
6. Prepare for staffings by reviewing your student's educational file, observing the student in class, and meeting with the teacher; determine if the IEP is meeting the youngster's educational goals.
7. Participate in staffings, held 4 times per year, for your student. These meetings are approximately 1 hour in length. The exception to this is the IEP meeting, which is approximately 1½ hour long.
8. Give written consent for adding or changing any component of the child's educational plan.
9. Commit to serving as an ESP for your assigned student(s) for 1 calendar year (our school runs year-round).
10. Participate in on-going trainings as required by Allendale Association, DCFS, or ISBE.

Please contact Volunteer Services at 847.245.6204 or volunteer@allendale4kids.org for additional information about our volunteering opportunities.

Allendale Volunteers Make a Difference!

GREENHOUSE & OTHER CTE PROGRAM VOLUNTEERS

The goal of the Religious Services Program is to support students in their spiritual journey, and your volunteerism will help to reach the residents who choose to participate in this program.

As a Volunteer with Allendale Association's Interfaith Religious Services, you may lead weekly chapel services, prepare craft projects for Religious Education, lead a Bible Study, direct a Children's Chorus or support the worship service with your musical talents.

Training and ongoing supervision are provided.

Program & Application Process

1. Applicants must be at least 21 years of age, per Illinois Department of Children and Family Services requirements.
2. Complete the Volunteer Application and meet with Volunteer Services for a tour of the Allendale campus and an interview.
3. Per Department of Children and Family Services regulations: complete DCFS application, be finger-printed for a background check, complete a physical exam and 2-step TB test (2 separate TB tests) paid for by Allendale. Additionally, volunteers provides 3 character references.
4. Complete Volunteer Orientation and Training with the Volunteer Services Program.
5. Maintain communication with the treatment team assigned, and also with the Volunteer Services Program.
6. Participate in on-going trainings as required by the Illinois Department of Children and Family Services and Allendale.

NOTE: Volunteers electing to work from home on any craft project preparation do not need to complete a health screening or background check.



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GROUP VOLUNTEERS

Volunteers desiring to make an on-going commitment to a cottage or program may serve as Group Volunteers. They build relationships with the residents, and provide guidance & support the residents through monthly activities.

Program & Application Process

1. **Relationship-building Activities** - Plan and lead fun games and ice-breaker activities to get to know each other and build relationships
2. **Education** - Help promote the academic and social aspects of continuing education (college); tutoring; assisting with homework
3. **Vocational Skills** - Help residents learn how to complete applications, conduct mock interviews, highlight careers of the group members to help residents learn of new vocational opportunities
4. **Social Skills and Social Etiquette** - eating out together at a restaurant, social expectations at various community locations
5. **Girls/Young Women or Men's Issues** - developing healthy relationships, dating
6. **Community Service** - promoting its value to the residents; involving them in local service activities
7. **Social Activities** - attend a sporting event together, go fishing or play basketball; fundraise for a trip/activity
8. **Independent Living Skills** - shopping and meal preparation; budgeting; planning an outing

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