

## Good Shepherd Volunteers

[www.gsvolunteers.org](http://www.gsvolunteers.org)

Good Shepherd Volunteers collaborates with the Sisters of the Good Shepherd to provide full-time volunteers with the opportunity to work in social service ministries and to use their God-given talents serving women, adolescents, and children affected by poverty, violence, and neglect. Developing relationships with the marginalized of our world empowers volunteers to grow in knowledge and faith that inspire them to lead a life of seeking justice.

Our volunteers **live in community with one another** and strive to learn more about **social justice, community, simplicity, and spirituality**.

**Position:** Activity Coordinator, **After School & Family Literacy Program at PS 79**, Bronx, NY ([www.goodshepherds.org](http://www.goodshepherds.org))

### Position Responsibilities:

- Plan, schedule and manage all large events.
- Design and facilitate workshops and activities for children and families.
- Assist with participant recruitment, registration and enrollment.
- Outreach and liaison with community partners.
- Collaborate and organize themes based events with Good Shepherd staff.
- Attend all staff development-training sessions, as specified.
- Work closely with the parent coordinator of the school.
- Guide program participants in examining choices, following directions, and becoming involved in program activities.
- Attend and participate in staff meetings.
- Assist in the general operation of Good Shepherd program as needed by the Program Director.

### Position Qualifications:

- Bachelor's degree plus one year of related experience preferred.
- Must have good communication skills and enjoy being part of a team.
- Must have strong administrative and organizational skills.
- Must have a commitment to work from a strength based and/or youth development perspective.
- Must be proficient in Microsoft Word and Outlook.
- Bilingual English/Spanish a plus.

### Benefits:

- Mentoring and professional supervision
- Housing and transportation costs
- Modest monthly stipend
- Medical and dental coverage
- Orientation, retreats, and workshop opportunities
- Vacation follows education system schedule

**Application Deadline: June 1, 2008** (positions filled on a first come first serve basis, the earlier the better!) Please visit [www.gsvolunteers.org](http://www.gsvolunteers.org) and hit the "apply now" button for an application.

**Start date: Sunday, August 17, 2008**

**End date: July 31, 2009**

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