

HAYS-CALDWELL WOMEN'S CENTER

Volunteer Opportunities

A criminal background check is required for all direct-service positions and may be submitted for others.

Non-direct service volunteers provide support for HCWC but do not work with our clients. You do not have to attend Advocate Training in order to fill the following roles:

- **General Administration Volunteer**
Assist in copying, mailing and other office tasks, including filing and database entry.
- **Advocacy Program Volunteer**
Assist with the development of the Resource Library, general administrative duties, and attend off-site awareness events
- **Board of Directors**
Attend monthly meetings, represent HCWC and participate in fundraising.
- **Prevention Education Program Volunteer**
Increase student and community awareness about preventing and ending sexual violence through presentations and other creative methods.
- **Fundraising/Special Events Volunteer**
Help with our fundraising and special events by greeting guests, soliciting donations, decorating, etc.
- **Landscaping**
Help with basic yard maintenance, such as pruning plants & weeding flowerbeds.
- **Speakers Bureau**
Share personal experiences of abuse on Victim Impact Panels, co-facilitate community presentations using a popular education model or help with awareness events, such as Domestic Violence Awareness Month (October), Sexual Assault Awareness Month (April) and Child Abuse Prevention Month (April).

Direct-service volunteers provide support for HCWC and may work with our clients or their children. In order to fill this important role, you must attend Advocate Training, a 40-hour course that includes 30 hours of classroom training, plus 10 hours of on-the-job hotline training. Direct-service volunteer roles include:

- **HEARTeam Advocate**
Respond to the hospital in cases of sexual assault or family violence and support the victim's family.
- **HELPLine Advocate**
Answer hotline calls on our 24-hour HELPLine from your home.
- **RAINN On-line Hotline**
Respond to victims of Sexual Assault on-line from across the country from logging on at home. This volunteer opportunity requires special on-line training.
- **General Shelter Assistant**
Organize shelter donations and supplies, help clients with paperwork and provide support for the Shelter Children's Program.
- **Parenting Program Facilitator**
Facilitate groups and present curriculum to groups of teens and children while their parents participate in the Parenting Program.
- **Childcare Volunteer**
Provide supportive & instructive activities for children whose parents are attending individual and group counseling. Provide homework help to children who need extra assistance.
- **Roxanne's House Family Greeter**
Answer phones & door, greet families, help children with homework and occasional office projects.