

# Community Projects Agency Listing

## Arts

### Performance Project/First Generation

P.O. Box 1173 26 Olive Street Northampton, MA 01060

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Julie Lichtenberg  <b>Phone:</b> 413-586-4960  <b>Fax:</b>  <b>Email:</b> info@performanceproject.org  <b>Web:</b> www.performanceproject.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="3"/></p>
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#### PLACEMENT

#### DESCRIPTION

- Volunteer Coordinator – Looking for a well organized individual willing and able to make a year commitment.
  
- Spot Volunteer / Theatre Assistant – Occasional performances and fundraising events require extra help. Please contact for timeline.
  
- IT Support – Looking for a Mac friendly, computer & internet saavy individual to help with various projects such as website and database updates.
  
- Assistant Stage Manager – To assist in rehearsals, play-writing, organizing, transportation of cast to & from rehearsals, support (etc.) (Will train). Not always available, please contact for timeline.
  
- Administrative Assistant – To work on various office tasks and to write press releases, grants, etc. Computer skills a plus.

**Mission:** The Performance Project creates and performs theater about oppression and liberation with men, women, and youth who have been incarcerated and other artists in the community. We examine the effects of racism, economic oppression, bigotry, and violence. We claim a public voice that engages audiences in a dialogue about critical social and cultural issues. We are committed to the empowerment of our membership who have been incarcerated, so that we may know our value as individuals and as part of a larger community. We now extend our vision of the Performance Project to building First Generation, an intensive arts based youth leadership development program that provides youth to have a public voice in their community and beyond through exploring what it means to be first generation.

**Goals:** To perform tasks to best of one's ability, support performers & other workers, as well as integrate into the mission & goals of the overall project.

**Skills:** Administrative Support: Computer skills, writing skills, and organizational skills.

Benefit Concert: Being organized, reliable, articulate and outgoing! Interest in and understanding of the issues addressed by the Performance Project.

## Performance Project/First Generation

**Training:** Orientation and training is conducted individually on an on-going basis. Orientation includes confidentiality, agency mission and philosophy, hours of placement, role of volunteer/intern. Individual supervision on an on-going basis.

**Directions:** From Smith College- go down Elm st. into town. Take a right onto South St. (right before Academy of Music). Drive approximately 1/2 mile down South St. Take Olive St on left- 26 Olive Street.

The First Generation Youth Project will be based in Springfield, MA at the Rebecca Johnson School in the Fall 08

**For Other Related Agencies See:**

# Arts/Environmental/Recreational

## Historic Northampton

46 Bridge Street Northampton, MA 01060-2428

**Walking Distance:** Yes

**Handicapped Accessible:** No

<p><b>Contact:</b> Kerry W. Buckley, Director <b>Phone:</b> (413) 584-6011 <b>Fax:</b> (413) 584- <b>Email:</b> mailbox@historic-northampton.org <b>Web:</b> www.historic-northampton.org</p>	<p><b>Time Commitment</b></p> <p><input checked="" type="checkbox"/> Days <input type="checkbox"/> Evenings <input checked="" type="checkbox"/> Weekends <input type="checkbox"/> After School</p> <p>Min. hours per week <input type="text" value="4"/></p> <p><input checked="" type="checkbox"/> Fall Start <input checked="" type="checkbox"/> Spring Start <input type="checkbox"/> 1 Semester <input type="checkbox"/> 2 Semester</p>
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### PLACEMENT

### DESCRIPTION

Curatorial Intern – Accession and catalogue incoming donations of collection objects and enter digital images and catalogue records of existing collection using PastPerfect Software.

**Mission:** Historic Northampton is a museum of local history in the heart of the Connecticut River Valley of Western Massachusetts. Its collection of approximately 50,000 objects and three historic buildings is the repository of Northampton and Connecticut Valley History from the Pre-Contact era to the present.

**Goals:** To offer access to the museum's collection of artifacts by entering catalog records and digital images into the museum's collections database and online catalog. Student projects can involve basic data entry, scanning of photographic prints or focus on a specific cataloging project of interest.

**Skills:** For the curatorial volunteer, computer literacy.  
For the photography volunteer, prior experience with photography is required.

**Training:** Training to use user-friendly PastPerfect software is provided.

**Directions:** From Smith College, proceed down Main Street, under railroad overpass, where Main Street becomes Bridge Street. Historic Northampton is located on Bridge Street (Rt. 9) across the street from the Northampton Post Office and next door to the Talbot's shopping complex.

## Hitchcock Center

525 South Pleasant Street Amherst, MA 01002

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Susan Heitker, Center Coordinator <b>Phone:</b> 413-256-6006 <b>Fax:</b> 413-253-28 <b>Email:</b> hcenter@crocker.com <b>Web:</b> www.hitchcockcenter.org</p>	<p><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <input type="checkbox"/> Evenings <input type="checkbox"/> Weekends <input type="checkbox"/> After School</p> <p>Min. hours per week <input type="text" value="3"/></p> <p><input type="checkbox"/> Fall Start <input type="checkbox"/> Spring Start <input type="checkbox"/> 1 Semester <input type="checkbox"/> 2 Semester</p>
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## Hitchcock Center

### PLACEMENT

### DESCRIPTION

Special projects – Designing and implementing special projects and research.

Press releases – Writing press releases.

Office work – Answering phones.

Data entry – Maintaining databases.

Assisting visitors – Assist visitors in the library.

Arts and crafts – Preparing arts and crafts for classes.

**\*Note\*** – All volunteers should be able to commit to a 3.5 hour shift during open hours which are Tuesday through Friday from 9am-4pm.

**Mission:** The Hitchcock Center for the Environment is an environmental education center. Our mission is to cultivate a respect for all living things and a stronger desire to protect our environment. We run programs for adults and children to inspire wonder, curiosity, and openness to the natural world. Through our school and evening programs, we reach over 3,000 people each year.

**Goals:** Our goals are to have reliable volunteers who add to the atmosphere of safe, fun, environmentally-centered education. We can tailor our needs to a volunteer's interests and skills. We prefer people to commit to a regular schedule.

**Skills:** Good with people; independent, creative, interested in the environment. Phone, fax, computer skills a plus, but will train.

**Training:** Training is provided.

**Directions:** From the Chapel, turn left onto Elm St/ Rt 9 through center of Northampton towards Amherst, pass I-91 entrance, over the Coolidge Bridge. Follow Route 9 East for about 8 miles. Pass Stop & Shop (on the left), go through one light, up the hill, and at next light (across from Amherst Common) take a right onto South Pleasant Street/Rt 116. Hitchcock Center is one mile from Amherst Common on the right, if driving toward Hampshire College.

## Northampton Center for the Arts

17 New South Street, Suite 303 Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** Yes

**Contact:** Penny Burke, Director

**Phone:** (413) 584-7327

**Fax:** (413) 582-9014

**Email:** ncfa@nohoarts.org

**Web:** www.nohoarts.org

### Time Commitment

Days

Evenings

Weekends

After School

Min. hours per week

Fall Start

Spring Start

1 Semester

2 Semester

### PLACEMENT

### DESCRIPTION

Spot Volunteer – Many opportunities for one-time or a couple times volunteering in the local community. The first opportunity this year is to help host the

## Northampton Center for the Arts

Northampton Artists' Garden and Studio Tour Sat. Sept 15. Contact for more info and opportunities.

- General Help – This placement would be flexible in terms of hours and duties. Potential duties include helping out at Center Events, organizing the office, helping with mailings, etc.
- Event Coordinator – Aid in the coordination of a specific event held at the Center of Arts. Examples include an art exhibit, a concert or a major fundraiser.
- Technical Help – Duties include setting up for events, selling tickets during events, locking up events, etc. Free tickets to Center Events would be provided.

**Mission:** Promoting arts in the community and community in arts.

**Goals:** An opportunity to assist in the office of a community arts showcase and gallery. A fall semester volunteer will help with the First Night Northampton, a major area New Year's celebration.

**Skills:** Familiarity with Macintosh computers, Microsoft Word, and the Internet. Interest in the Arts and Arts management a plus.

**Training:** Office staff will supervise.

**Directions:** Located in the Sullivan Square building, corner of Main St. and South St. and New South St. (Rte. 9&10), in downtown Northampton.

## Springfield Museums

21 Edwards Street Springfield, MA 01103

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Patricia Abrum  <b>Phone:</b> 413-263-6800 ext.378  <b>Fax:</b> (413) 263-6884  <b>Email:</b> volunteers@springfieldmuseums.org  <b>Web:</b> www.springfieldmuseums.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="10"/></p>
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### PLACEMENT

### DESCRIPTION

- |   |   |
|---|---|
| <p>Weekend Family Program Assistant - Saturdays October - April; noon-4</p> | <p>– Assist instructors with family hands-on art and craft-making activities. Other duties as assigned.</p> |
| <p>Science Museum Collections Management Assistant - Weekdays</p>           | <p>– Assist staff in cataloguing, filing, data management and care of the Museum's collections.</p>         |
| <p>School Vacation Week Assistant</p>                                       | <p>– Assist instructors with children's hands-on activities. Other duties as assigned.</p>                  |
| <p>Office Assistant</p>   | <p>– Duties may include filing, sorting, answering the phone, data</p>                                      |

## Springfield Museums

- processing. Knowledge of Word and Excel programs required.
- Museum Docent Guides – Become a museum guide for school tours of the Art, Science and History Museums. Requires 3-6 months of formal training and a 2 year commitment to the commitment thereafter.
  - History Museum Collections Assistant - Weekdays – Assist staff in cataloguing, filing, data management and care of the Museum's collections.
  - Family Science Adventure Assistant – Assist staff by introducing families to interactive science learning stations in the MASSPOWER Discovery Lab at the Science Museum.
  - Art Discovery Center Program Assistant- Tuesday - Sunday, noon-4pm – Introduce families to the interactive learning stations at the Hasbro Art Discovery Center. Prepare project materials. Monitor activities.
  - Aquarium Assistant – Help take care of live exhibit animals, assist with maintenance of aquarium equipment.

**Mission:** The Springfield Museums are a non-profit educational organization and regional tourist attraction which holds and cares for collections of many different kinds of materials, objects and artifacts, primarily in the fields of the visual arts, the sciences and history. In each of these areas, the Association seeks to stimulate enthusiasm, encourage scholarship and engage diverse audiences by making its collections accesible and promoting their use for educational, recreational and informational purposes by the residents of Greater Springfield and Western New England.

**Goals:** To interpret our collections for visitors of all ages.

**Skills:** A desire to work in a multi-cultural environment with the public, especially children, and staff.

**Training:** Training provided. In some instances where computer skills are essential, the volunteer must have a working knowledge of Word and Excel.

**Directions:** Take I-91S to exit 7. Turn left at the second traffic light onto State Street then proceed for 3 blocks.

### For Other Related Agencies See:

Historic Northampton  
Hitchcock Center  
Literacy Project, The  
Nonotuck Community School  
Northampton Center for the Arts  
Northampton V.A. Medical Center  
Performance Project/First Generation  
Springfield Museums  
Sunnyside - Smith Child Care Center  
Treehouse Foundation/Community at Easthampton Meadows

# Children

## Big Brothers/Big Sisters of Hampshire County

Bangs Community Center 70 Boltwood Walk Amherst, MA 01002

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Ruth Harms  <b>Phone:</b> (413) 253-2591  <b>Fax:</b> (413) 253  <b>Email:</b> rharms@chd.org  <b>Web:</b> www.bbshampshirecounty.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Days</td> <td><input type="checkbox"/> Fall Start</td> </tr> <tr> <td><input type="checkbox"/> Evenings</td> <td><input type="checkbox"/> Spring Start</td> </tr> <tr> <td><input type="checkbox"/> Weekends</td> <td><input type="checkbox"/> 1 Semester</td> </tr> <tr> <td><input type="checkbox"/> After School</td> <td><input type="checkbox"/> 2 Semester</td> </tr> </table> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">3</span></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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**PLACEMENT**

**DESCRIPTION**

- Work Study – Assist in the office, help with a weekly after-school group, or help with various events throughout the year (the Holiday Potluck and other events).
- Volunteer(s) – Help with events and other special activities.
- Internships – Internships are available and can be tailored to complement or enhance many areas of student academic concentration or major.
- Big Sister – Spend 3-5 hours per week for two semesters with youth from the community.

**Mission:** To make a positive difference in the lives of children and youth, primarily through a one-to one relationship with a caring adult. The program is committed to assisting young people in achieving their highest potential as they grow to become confident, competent, and caring individuals by providing committed volunteers, professional support and supervision of the matches, outreach to families and enrichment opportunities in their communities.

**Goals:** Goals vary, depending on the placement type.

**Skills:** To follow through; to keep your commitment to the program. Must have transportation or be able to borrow S.O.S van ( community match) or have 3:30p.m.-6:30p.m. on Wednesdays free during two academic semesters(Kids to Campus Mentoring Program)

**Training:** One-time volunteer training. Big sisters meet with their Case Manager once a month for supervision of the match.

**Directions:** Site Based matches: will meet on Smith Campus on weekly basis during school year.  
 Community matches: Big Sister will pick up her little Sister from home or school and return her home after their outing.

# Girl Scouts of Central and Western Massachusetts

241 Haydenville Road Leeds, MA 01053

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Anita Sever  <b>Phone:</b> 413-584-2602  <b>Fax:</b> 413-586-79  <b>Email:</b> asever@gscwm.org  <b>Web:</b></p>	<p style="text-align: center;"><b>Time Commitment</b></p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Days</td> <td><input type="checkbox"/> Fall Start</td> </tr> <tr> <td><input type="checkbox"/> Evenings</td> <td><input type="checkbox"/> Spring Start</td> </tr> <tr> <td><input type="checkbox"/> Weekends</td> <td><input type="checkbox"/> 1 Semester</td> </tr> <tr> <td><input type="checkbox"/> After School</td> <td><input type="checkbox"/> 2 Semester</td> </tr> </table> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px;">2</span></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start								
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<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester								
<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester								

## PLACEMENT

## DESCRIPTION

- Short-Term – Visit a troop and do a workshop in your area of interest (music, dance, fitness, ecology, cultural diversity, travel, etc.).
- Long-Term – Help out a troop on a regular basis about 3 hours a month. Most troops meet twice a month for about 1.5 hours each week. Work with the leadership team with hands-on projects, field trips, community service, etc.
- Episodic – Help out at a one day or weekend program. Work directly with the girls or offer general help with registering and organizing the day.

**Mission:** Help build girls of courage, confidence and character who make the world a better place

**Goals:** Looking for young women to be positive role models for our Girl Scouts by helping to make a difference in these young girls' lives.

**Skills:** Enjoy working with children; good at planning and organizing; a willingness to have fun.

**Training:** Training is not needed nor is prior Girl Scout experience necessary.

**Directions:** Troops meet at local schools, libraries, community centers or places of worship. Some meeting places are within walking distance or a short drive from Smith College.

## Girls Inc.

P.O. 6812 6 Open Square Way (Teen Center) Holyoke, MA 01041

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Sarah Dunton  <b>Phone:</b> 413-533-0796 x201  <b>Fax:</b> (413) 534-6454  <b>Email:</b> sdunton@girlsinholyoke.org  <b>Web:</b> www.girlsinholyoke.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Days</td> <td><input type="checkbox"/> Fall Start</td> </tr> <tr> <td><input type="checkbox"/> Evenings</td> <td><input type="checkbox"/> Spring Start</td> </tr> <tr> <td><input type="checkbox"/> Weekends</td> <td><input type="checkbox"/> 1 Semester</td> </tr> <tr> <td><input type="checkbox"/> After School</td> <td><input type="checkbox"/> 2 Semester</td> </tr> </table> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px;">5</span></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start								
<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start								
<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester								
<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester								

## PLACEMENT

## DESCRIPTION

- Tutor – Help 6 to 12-year old girls with homework after school (2-5pm) at Nick

## Girls Inc.

Cosmos. Sports projects, run sports activities, coaching, etc.

Interns – For the Strengthen Families program.

**Mission:** To inspire all girls to be strong, smart and bold.

**Goals:** At Girls Incorporated of Holyoke our vision for girls is one of an equitable society.

**Skills:** Vary with placement - descriptions available on-line at [www.girlsinholyoke.org](http://www.girlsinholyoke.org)

**Training:**

**Directions:** find at [www.girlsinholyoke.org](http://www.girlsinholyoke.org)

## Nonotuck Community School

221 Riverside Drive Florence, MA 01062

**Walking Distance:** No

**Handicapped Accessible:** No

**Contact:** Margery Heyl, Director

**Phone:** (413) 586-5996

**Fax:** (413) 587-9620

**Email:** [info@nonotuck.org](mailto:info@nonotuck.org)

**Web:** [www.nonotuck.org](http://www.nonotuck.org)

### Time Commitment

Days

Fall Start

Evenings

Spring Start

Weekends

1 Semester

After School

2 Semester

Min. hours per week

### PLACEMENT

Toddler Volunteer – 2 hours per week

Preschool Volunteer – 2 hours per week

### DESCRIPTION

**Mission:** Nonotuck Community aims to provide high quality education and child care 15 months to 5 years of age in an environment that promotes self-esteem, creative thinking, and individuality through a respectful partnership between children, parents and staff.

**Goals:** Volunteers will interact with toddlers or preschoolers in an early childhood classroom. Volunteers will provide support to classroom teachers.

**Skills:** Love of children, excitement about learning and patience.

**Training:** Volunteers are supervised by classroom teachers and school director.

**Directions:** Nonotuck is a long walk or an easy bike ride. You can also take the bus to the Northampton High School. Go towards Florence on Elm Street (Route 9) towards Northampton High School. Follow Elm Street down the hill at the high school. At the bottom of the hill, turn left onto Riverside Drive. Nonotuck is on the right after Hinkley.

## Reach Program-ServiceNet

216 North King Street Northampton, MA 01060

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Candace Lynde  <b>Phone:</b> 413-585-1400  <b>Fax:</b> (413) 585-1410  <b>Email:</b> clynde@servicenetc.org  <b>Web:</b> www.servicenetc.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px;">2</span></p>
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### PLACEMENT

### DESCRIPTION

Play Group Assistant – Assists in various play groups.

General Office Help – Copying, folding, organizing.

**Mission:** To enhance the quality of life for people in need through the provision of effective and responsive clinical, residential, and rehabilitative services. REACH serves children from birth to age three with disabilities, or who have, or are at risk for, developmental delay.

**Goals:** To provide program support; miscellaneous office jobs, bulk mailings, fundraisers.

**Skills:** Will train.

**Training:** Training/Supervision is provided.

**Directions:** 216 North King Street, Northampton: Go past Wal-Mart on your left - REACH is (3) buildings up on the left, in the same building as Valley Motor Sports.

## Springfield School Volunteers

195 State Street Box 1410 Springfield, MA 01102-1410

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Maria DeAngelis  <b>Phone:</b> (413) 787-7016  <b>Fax:</b> (413) 787-6609  <b>Email:</b> deangelism@sps.springfield.ma.us  <b>Web:</b> www.springfieldschoolvolunteers.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px;">1</span></p>
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### PLACEMENT

### DESCRIPTION

Remedial Reading – K-8: 1 hour a week, 1:1, 10 week lesson plans, flexible and renewable.

Remedial Math – K-12. Same as above.

**Mission:** To promote and facilitate learning-focused community involvement in support of the Springfield Public Schools' goal of ensuring that every child attain a high level of academic achievement in

## Springfield School Volunteers

a safe and supportive environment.

**Goals:** To provide encouragement, guidance, motivation and academic support to students in the Springfield Public Schools.

**Skills:** Volunteers should enjoy working with young people. Tutors should possess skills that will assist students to reach proficiency. To tutor mathematics at higher levels, volunteers should be well-prepared and have a strong background in the subject.

**Training:** Volunteers will work under the guidance of a teacher.

**Directions:** Rte. 91 South to Springfield (approx. a 30 min. drive). Springfield School Volunteers (195 State St.) provides specific directions to each of the 48 schools.

## Sunnyside - Smith Child Care Center

70 Paradise Road Northampton, MA 01063

**Walking Distance:** No

**Handicapped Accessible:** No

**Contact:** Susan Beemer, Director

**Phone:** 413-585-2293

**Fax:** (413) 585-2296

**Email:** sue@sunnysidekids.org

**Web:** www.sunnysidekids.org

### Time Commitment

- |                                       |                                       |
|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Days         | <input type="checkbox"/> Fall Start   |
| <input type="checkbox"/> Evenings     | <input type="checkbox"/> Spring Start |
| <input type="checkbox"/> Weekends     | <input type="checkbox"/> 1 Semester   |
| <input type="checkbox"/> After School | <input type="checkbox"/> 2 Semester   |
| Min. hours per week                   | <input type="text" value="3"/>        |

### PLACEMENT

### DESCRIPTION

**Classroom Volunteer** – Support the classroom teachers in providing loving, quality care for our children. Interact and play with children in the classroom settings.

**Mission:** To provide an early care and education program of the highest quality. We strive to create a flexible program which respects individual differences in families, children, and staff, is supportive of parents, and fosters the highest degree of well-being in each child.

**Goals:** To provide a valuable experience for volunteers to participate in a high-quality child care program. To offer children the individual attention and variety of experiences that support their growth and development.

**Skills:** Patience, knowledge of child development, enthusiasm for learning, willingness to jump in and do whatever is needed, able to observe and make adjustments to the environment to provide for the safety and well-being of the children.

**Training:** Classroom teachers provide the training and supervision required to participate in their classrooms. The director also offers support and assistance as needed.

**Directions:** Sunnyside is located on Paradise Road, directly across the street from Health Services on the Smith College campus.

# Treehouse Foundation/Community at Easthampton Meadows

One Treehouse Circle Easthampton, MA 01027

**Walking Distance:** No

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Kerry Homstead  <b>Phone:</b> 413-527-7966  <b>Fax:</b> (413) 527-3855  <b>Email:</b> kchomstead@comcast.net  <b>Web:</b> www.treehousecommunities.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input checked="" type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input checked="" type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input checked="" type="checkbox"/> After School <span style="float: right;"><input checked="" type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px 10px;">2</span></p>
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## PLACEMENT

## DESCRIPTION

- |   |   |
|---|---|
| Treehouse sports & skill building mentoring | – Provide ongoing or time limited (1 or 2 events) skill building & exposure in areas such as fitness & sports music or games. For children & youth or seniors or intergenerational activity. Off site options such as field trips to colleges, etc. are possible. |
| Treehouse special events and activities     | – Plan & provide special event or activity for Treehouse such as cultural celebration, movies, music, meals or community-wide activity for seniors & children. May simply share interests/hobbies (ex-knitting). One time activity. Weekend hours most ideal.     |
| Treehouse library assistant                 | – Organize literacy skills at the Treehouse library & community center. Offer a story telling hour, read aloud events, poetry slam, theatre or invite children & senior residents to create their own stories.  |
| Treehouse community mentor positions        | – Provide individualized assist. & companionship to seniors & youth of community. Activities will be defined by mutual need & avail. Can incl. week day/eve & weekend: taking a senior to church, childcare, companionship, working on comm garden, etc.          |
| Treehouse after school enrichment volunteer | – Weekdays 3:30-5:30. Teach and/or support movement, dance, sports, drama, arts, science or other specialized extra curriculums on regular basis. Or help w/ literacy skills, homework, and just enjoy time w/mentee. Consistency important.                      |
| Sibling Sundays Volunteer                   | – Each month foster and adopted kids who are members of the Treehouse Community get together with siblings who live elsewhere. Help facilitate important time for siblings to maintain and strengthen family ties through social enrichment activities.           |
| Double Dutch Team                           | – Become a member of the New Treehouse Double Dutch Team. Help with practice sessions.  |
| Childcare and enrichment                    | – Weekly/monthly commitment to provide enrichment, fun and care while parents attend regular meetings or workshops or need short respite. Some set times include every 3rd Saturday (11am-2pm), Saturday mornings (9-11am) and Tuesday evenings.                  |
| Animal Therapy Program                      | – Provide assistance with animal therapy program offered 1 mile from Treehouse at Legacy Farm. Weekdays (Tues & Thurs) from 3-5:30pm. Some weekend options possible.  |

## Treehouse Foundation/Community at Easthampton Meadows

**Mission:** The Treehouse Foundation is a non-profit organization whose primary mission is to promote enduring connections for children who have experienced foster care through the development of innovative programs. Its major initiative is the Treehouse Community in Easthampton, an intergenerational community promoting permanency for children who have experienced foster care, devoted to cultivating and supporting life long connections and promoting innovative, multi-generational and community based solutions.

**Goals:** To make vital contributions to the Treehouse community that will enhance community development, support children and elders and build meaningful relationships between Treehouse and Smith College students.

To expose students to an innovative program that seeks to be a model for change.

To provide experiences that will benefit students and the Treehouse community.

**Skills:** Ability to make a commitment. Prior relevant experience with children and/or elders a plus. Interest and enthusiasm, curiosity and flexibility. Good relational skills and creativity.

### **Training:**

**Directions:** Take route 10 (South Street) to Easthampton.

Bear right and continue straight at the rotary as you approach town center. At the first stop lights go straight and take left fork. You are now on Park Street.

Continue down Park for just over a mile. You will see the entrance to White Brook Middle School on your left.

Just past this turn, you will see the entrance to Treehouse on your left, noted by a sign for Easthampton Meadows.

Proceed down to Treehouse Circle and the Community Center.

### **For Other Related Agencies See:**

Berkshire Children and Families  
Big Brothers/Big Sisters of Hampshire County  
Food Bank of Western Mass., Inc.  
Girls Inc.  
Grace House  
Hitchcock Center  
Homework House  
Nonotuck Community School  
Office of Educational Outreach  
Somali Refugee Tutor/Mentor Program  
Springfield Museums  
Springfield School Volunteers  
Stop It Now!  
The Connections Program  
Volunteers in Northampton Schools, Inc.

# Companionship

## Fit Together (Service Net)

231 Russell Street (Rte 9) Hadley, MA 01035

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Britt Ruhe <b>Phone:</b> 413-584-1508 <b>Fax:</b> 413-582-42 <b>Email:</b> fittogether@servicenetinc.org <b>Web:</b> <a href="http://fit-together.org/">http://fit-together.org/</a></p>	<p style="text-align: center;"><b>Time Commitment</b></p> <table><tr><td><input type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="3"/></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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### PLACEMENT

### DESCRIPTION

- Healthy Eating Partner – Practice cooking healthy foods, making healthy food choices in the supermarket, and enjoyiing healthy foods with your partner, 1 time a week.
- Fit Together Exercise Partner – Exercise 1-2 times a week with an adult with learning or emotional challenges.

**Mission:** Fit Together is an innovative program dedicated to the wellness of individuals with cognitive challenges and developmental disabilities. Our relaxed, supportive and inclusive community empowers our members to take charge of their own health and well-being. We engage them by offering programs such as Reiki, acupuncture, Tai Chi, dance, and weight loss coaching in addition to cardio and strength training equipment. At this wellness center we aim to reduce health disparities between individuals with mental illness or developmental disabilities and the general population. Through our doors an individual's disability does not hinder one's right to good health.

**Goals:** We hope the volunteer and member will build a mentor/mentee relationship that will support the member's health goals. The volunteer will act as a motivational partner for the Fit Together member. Ideally, s/he will commit to regular times during the week (a weekday and a weekend session will be offered) in which a group of two or three Smith volunteers will pick up Fit Together members; take them to Fit Together; exercise with their partner; and then take their partner home. Volunteer and member activities may include class attendance (yoga, dance, Tai Chi, a walking group) and/or exercise using cardio and strength training equipment.

**Skills:** Our volunteers do not need to have any previous skills or expertise. We welcome everyone who is patient, eager to try new things, and interested in developing a friendly relationship with someone with disabilities.

**Training:** The Fit Together director and staff will be providing all training and supervision.

**Directions:** From Smith College take Route 9. Fit Together will be located on the right side, after Java Hut. The facility is accessible by the B43 bus.

### For Other Related Agencies See:

AIDS CARE/Hampshire County  
Northampton V.A. Medical Center



# Counseling

## Decisional Training/Thresholds

33 Harlow Ave. Northampton, MA 01060

**Walking Distance:** No

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Janet Dahlberg/ Sherill Ashton</p> <p><b>Phone:</b> 413-586-1640</p> <p><b>Fax:</b></p> <p><b>Email:</b> bdahlber@crocker.com</p> <p><b>Web:</b></p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input checked="" type="checkbox"/> Days <span style="float: right;"><input checked="" type="checkbox"/> Fall Start</span></p> <p><input checked="" type="checkbox"/> Evenings <span style="float: right;"><input checked="" type="checkbox"/> Spring Start</span></p> <p><input checked="" type="checkbox"/> Weekends <span style="float: right;"><input checked="" type="checkbox"/> 1 Semester</span></p> <p><input type="checkbox"/> After School <span style="float: right;"><input checked="" type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="1"/></p>
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### PLACEMENT

### DESCRIPTION

Northampton Jail – Contact Janet Dahlberg at (413) 586-1640.  
Volunteer

Micro-Volunteer – Work with an inmate one hour per week for 10 weeks.

Greenfield Jail – Work with an inmate one-five hours per week for 10 weeks. Contact  
Volunteer Sherrill Ashton at (413) 582-3053.

**Mission:** To teach decision-making, problem-solving, and life-planning skills to inmates at the Hampshire County Jail and House of Correction, Franklin County Jail, and Greenfield Jail and House of Correction in an effort to help them redirect their lives in a constructive manner.

**Goals:** For inmates to learn decision-making, problem solving, and life planning skills.

**Skills:** Volunteers must be non-judgmental and have the belief that each human being has potential, possibilities and gifts. Must have a degree of emotional maturity and don't have the compulsion to bring personal issues to the relationship.

**Training:** Weekend training (Sept.29 & 30, 8:30am-5pm) required for all fall volunteers. Individual supervision and support throughout the 10 week cycle. Mandatory pre-cycle meeting on October 3rd and an end-of-cycle meeting after inmate graduation on December 9th.

**Directions:** Take Route 66 at Center of Northampton (up West Street from Academy of Music). Rt 66 bears left at the fork at the Northampton State Hospital. Go a short way beyond the hospital and turn right up a drive way. Park in the parking lot to left. Lock your car. Enter building to the left. Need transportation: car or CSO vehicle. Directions can be provided to Greenfield Jail, as well.

### For Other Related Agencies See:

Friends of the Homeless  
Nuestras Raices, Inc. (Our Roots)  
Safe Passage  
Windhorse Associates

# HIV / AIDS

## AIDS CARE/Hampshire County

P.O Box 1299 Northampton, MA 01061-1299

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Court Cline <b>Phone:</b> (413) 586-8288 X2 <b>Fax:</b> (413) 586- <b>Email:</b> aidscarevols@cooley-dickinson.org <b>Web:</b> cooley-dickinson.org/aidscare</p>	<p><b>Time Commitment</b></p> <table><tr><td><input type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="3"/></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start								
<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start								
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<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester								

### PLACEMENT

### DESCRIPTION

**Garden Volunteer** – Helps plant and maintain an organic community garden that supplements the nutritional needs of people living with HIV/AIDS in Hampshire County. Groups of students, staff and faculty are welcome to participate.

**Bridge Volunteer** – Provides transportation to medical appointments and assist with short errands for our clients living with HIV/AIDS.

**Mission:** AIDS CARE provides confidential and comprehensive support services to people living with HIV/AIDS throughout Hampshire County using a harm reduction philosophy.

**Goals:** To have volunteers remain in the program for at least one year with special preference given to volunteers that remain in the area during the summer and intersession periods.

**Skills:** The ability to interact with people from different classes and races; the ability to suspend your judgements about another person's lifestyle or choices. Access to reliable transportation and a desire to help someone with a terminal illness.

**Training:** One-day trainings are scheduled every semester. Volunteer Information Sessions will take place during October 2008 and April 2009. Monthly group supervision and support is provided for the Bridge Program. Individual supervision occurs as needed.

**Directions:** Our offices are currently located in the center of Florence - 10 Main Street, 2nd floor - about 2 miles from John M. Greene Hall on Route 9. Our clients are located in many communities in Hampshire County, but most are clustered in the Amherst/Northampton area.

### For Other Related Agencies See:

Tapestry Health Systems

# Homeless/Hunger/Community Development

## Casa Latina

140 Pine St. Room 6 Florence, MA 01062

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Lillian Torres  <b>Phone:</b> (413) 586-1569  <b>Fax:</b> (413) 586-1597  <b>Email:</b> ltorres@conversent.net  <b>Web:</b></p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">6</span></p>
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### PLACEMENT

### DESCRIPTION

Transportation – Transporting community residents to and from community events at Casa Latina.

Translation – Assistance at Casa Latina translating documents from Spanish to English for the Latino community.

Childcare assistance – Provide child care for mothers attending community meetings.

**Mission:** Casa Latina is a Hampshire County community organization committed to promoting Latino empowerment and cultural pride. We do this by providing services, developing educational spaces, and facilitating individual and collective action for social change. Casa Latina has been operating for over 30 years. Currently the services we provide are information and referral, medical interpreters through Cooley Dickinson Hospital, elder support services, and case management to Latino community residents. Casa Latina has provided critical services to the Latino community, but most importantly, it has given a voice to an often ignored and neglected community in Hampshire County.

**Goals:** To offer students an opportunity to work in a community agency that services the Latino community of Northampton and surrounding areas. Gain skills esp. for social services, social justice, administration, and language teaching.

**Skills:** Ability to speak in Spanish, intermediate level fluency required. Awareness of race, ethnicity, class, gender, religious and social justice themes. Also recommended, strong sense of empathy.

**Training:** Supervision will be provided by the Casa Latina staff with regards to childcare and translation.

**Directions:** Rte. 9 , through Florence Center. At the main light in the Center (Mobil Station on left) take a left onto Maple and take a right onto Pine St. The Florence Community Center houses Casa Latina and is a large brick building on the left. Park behind the building and facing the building from the back parking lot enter the left side entrance of the building Casa Latina is on the 1st floor, room 6.

# First Call for Help

56 Vernon Street Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Carolyn Bellany  <b>Phone:</b> 413-582-4237  <b>Fax:</b>  <b>Email:</b> CBellany@communityaction.us  <b>Web:</b> www.communityaction.us</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input checked="" type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">2</span></p>
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**PLACEMENT**

**DESCRIPTION**

Human Services: First Call for Help – The student will help answer incoming telephone inquiries, and research social service agencies in the area. Will also update and expand the resource database, and perform various clerical tasks.

**Mission:** First Call for Help is a program of Community Action which offers Information and Referral services to individuals and families in Hampshire and Franklin Counties and the North Quabbin Region. Community Action is a local non-profit agency that is dedicated to promoting economic justice and improving the quality of life for people with lower incomes.

**Goals:** To offer students an opportunity to work in a community that serves a diverse, multi-cultural population. The student will gain skills especially useful for a career in social services and social justice work.

**Skills:** Students must be sensitive to the issues of poverty and low income individuals and families. Must be able to do data entry and/or have basic computer skills. Must have a pleasant and courteous phone manner, and the ability to maintain client confidentiality. Must also have strong organizational skills and attention to detail.

**Training:**

**Directions:** From Smith, turn right onto South St/MA 10. Turn left onto Main St/MA 9. Continue to follow .9 miles. Turn left onto Vernon Street, go .2 miles. 56 Vernon is Buick building on left.

# Food Bank of Western Mass., Inc.

97 N. Hatfield Road P.O. Box 160 Hatfield, MA 01038

**Walking Distance:** No

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Christine Dutton  <b>Phone:</b> 413-247-9738x104  <b>Fax:</b> (413) 247-9577  <b>Email:</b> christined@foodbankwma.org  <b>Web:</b> www.foodbankwma.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">2</span></p>
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**PLACEMENT**

**DESCRIPTION**

Target: Hunger – The Food Bank is working with communities in Western Massachusetts

## Food Bank of Western Mass., Inc.

on hunger reduction programs. Seeking skills in research, administrative and computer tasks, community organizing, marketing or facilitation.

- Special Events – Help plan several unique events, including our annual Piece of the Pie, a concert, and a "Blue Jean Ball".
- Marketing – Help develop and implement strategies to attract media attention and otherwise increase sales of existing products, and contribute to development of new products.
- Grants – Position requires ability to research, analyze and synthesize information about potential funders to support the mission of Food Bank. Grantwriting experience is not required; excellent writing and editing skills are required.
- Fresh Food Project – Intern would increase the efficiency of the Project's delivery system by streamlining systems and upgrading communications with agencies. Good interpersonal and computer skills are needed.
- Community Service – The Youth Against Hunger Program (YAH!) provides area educators and students with educational materials, workshops, and resources on hunger awareness and community services. Intern would help promote this.
- Communication – Help with development of communication strategies and coordinate local implementation of a national PSA campaign about childhood hunger.
- Brown Bag Program – Our Agency provides 50 communities with groceries for more than 3,000 low-income seniors. The assistant would design and implement marketing tools, conduct interviews, and develop outreach plans to increase participation.
- Administrative/IT – The Food Bank moves 6 million pounds of food to over 172,000 people each year. This internship requires skills in data analysis and development of record systems to help organize and track past info and plan for future trends.

**Mission:** To work with our community to reduce hunger and increase food security.

**Goals:** See placements

**Skills:** See placements

**Training:** Training provided.

**Directions:** Take 91 N to exit 22 (North Hatfield). Bear right (north) onto Rt 5 and 10. Drive half a mile; turn right onto North Hatfield Road. The Food Bank is 1 mile up, the blue building is on the right.

# Friends of the Homeless

P.O Box 60398 Florence, MA 01062

**Walking Distance:** No

**Handicapped Accessible:** No

<b>Contact:</b> Yvonne Freccero <b>Phone:</b> 413-586-2354 <b>Fax:</b> <b>Email:</b> yfreccero602@comcast.net <b>Web:</b>	<b>Time Commitment</b> <input type="checkbox"/> Days <input type="checkbox"/> Evenings <input type="checkbox"/> Weekends <input type="checkbox"/> After School Min. hours per week <input type="text" value="2"/> <input type="checkbox"/> Fall Start <input type="checkbox"/> Spring Start <input type="checkbox"/> 1 Semester <input type="checkbox"/> 2 Semester
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## PLACEMENT

## DESCRIPTION

**Staff Support** – To act as a back-up to the professional staff between the hours of 8:00 pm and 9:30 pm from Nov 1st - April 30th.

**Mission:** Interfaith Community Service Shelter is a community organization committed to providing financial and volunteer support for the Hampshire County Interfaith Shelters for homeless individuals and associated programs. Interfaith Community Service Shelter provides emergency overnight shelter for homeless adults in Hampshire County during the six coldest months of the year. In addition to food and beds, they offer friendship and support, and the counseling needed to help people move on from a homeless life into a stable living situation.

**Goals:** Assistants can work in pairs and will help with many different activities at the Shelter.

**Skills:** Awareness of race, ethnicity, class, gender, religious and social justice themes. Also recommended, strong sense of empathy.

**Training:** On-going and informal.

**Directions:** From Admissions (Main Gates) start going Southeast on ELM ST/MA-9 toward downtown Northampton. Turn LEFT onto BEDFORD TER. Turn RIGHT onto STATE ST. Turn LEFT onto CENTER ST. Total Distance: 0.49 miles.

## MANNA

48 Elm St. Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** Yes

<b>Contact:</b> Carl Erickson <b>Phone:</b> 413-584-1757 <b>Fax:</b> <b>Email:</b> larc@crocker.com <b>Web:</b>	<b>Time Commitment</b> <input checked="" type="checkbox"/> Days <input checked="" type="checkbox"/> Evenings <input checked="" type="checkbox"/> Weekends <input type="checkbox"/> After School Min. hours per week <input type="text" value="1"/> <input type="checkbox"/> Fall Start <input type="checkbox"/> Spring Start <input type="checkbox"/> 1 Semester <input type="checkbox"/> 2 Semester
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## PLACEMENT

## DESCRIPTION

**Volunteers** – Serve, prepare, cook, and more

## MANNA

**Mission:** MANNA strives to provide healthy hot meals to hungry people in the local community in a safe and hospitable setting where guests can find warmth and fellowship and be treated with respect.

**Goals:** To provide healthy hot meals to hungry people in the local community in a safe and hospitable setting where guests can find warmth and fellowship and be treated with respect.

**Skills:** None - will train.

**Training:** On site instructions are given.

**Directions:** Elm Street and Main Street.

## National Priorities Project, Inc.

243 King Street, Suite 239 Northampton, MA 01060

**Walking Distance:** No

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Kristine Elinevsky  <b>Phone:</b> 413-584-9556  <b>Fax:</b> (413) 586-9647  <b>Email:</b> kris@nationalpriorities.org  <b>Web:</b> www.nationalpriorities.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input checked="" type="checkbox"/> Days <span style="margin-left: 200px;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="margin-left: 180px;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="margin-left: 180px;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="margin-left: 180px;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">6</span></p>
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### PLACEMENT

### DESCRIPTION

- Research Assistant – Help to locate and compile data on federal programs and assist in the development of our interactive, on-line database. Some issues include: housing, child welfare, tax-policy, poverty, military, environment, and energy.
- Outreach Assistant – Assist in telephone interviews with activists around the country to learn about local activities and issues, and how NPP materials are used. Assist in mailings to distribute reports.
- Internet Assistant – Assist with web site design and maintenance, database management, and systems administration of an 8 PC network.
- Development Assistant – Assist in direct mailings, grant research, and fundraising events. Must have the ability to respect privacy/confidentiality issues in working with donors.

**Mission:** NPP offers citizens and community groups tools and resources to shape federal budget and policy priorities to promote social and economic justice. NPP analyses the impact of federal spending on the state and local level providing activists with the information they need to respond to problems in their communities.

**Goals:** Students will learn the significance of the federal budget for local communities, and that ordinary citizens can help shape federal spending to promote social and economic equality.

**Skills:** Research: computer skills, spreadsheet use, database experience, interest in federal budget process/programs; attention to detail and persistence essential. Outreach: organized, detail-oriented, computer and e-mail literate. Development: well-organized, detail-oriented,

## National Priorities Project, Inc.

responsible, good communication skills.

Administration: computer literate, organized, ability to work independently; PowerPoint skills desired.

**Training:** Students work closely with the staff on a daily basis and receive training necessary to complete their projects.

**Directions:** Located on King Street, opposite Stop & Shop.

## Northampton Survival Center

265 Prospect Street Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** No

**Contact:** Beth Jasiewicz

**Phone:** 413-586-6564

**Fax:** (413) 586-3509

**Email:** Beth@TheNSC.org

**Web:** www.thensc.org

### Time Commitment

Days

Fall Start

Evenings

Spring Start

Weekends

1 Semester

After School

2 Semester

Min. hours per week

### PLACEMENT

### DESCRIPTION

**Pantry Volunteer** – Our pantry is open 3 hours each weekday. Volunteers commit to 1.5 hr shifts and put together food boxes with each family that comes in.

**Office Assistance** – Throughout the year we have several large events and mailings to coordinate that volunteers help plan and execute.

**AM Help** – Before the pantry opens volunteers pick up food from different sources and stock it onto our shelves.

**Mission:** The Northampton Survival Center strives to improve the quality of life for low-income individuals and families in Hampshire County by providing food and other resources with dignity and respect.

**Goals:** We strive to match up enthusiastic individuals with tasks they are well suited-for.

**Skills:** Eagerness to interact well with people. Ability to reliably follow food safety guidelines, respect confidentiality, and have a degree of flexibility.

**Training:** Individual, informal, supervision weekly by volunteer coordinator and/or staff.

**Directions:** From Helen Hills Hills Chapel, drive toward the Quad on Elm Street. Make a right on Franklin, turn left onto Prospect. The Northampton Survival Center will be on your immediate right. Alternatively, walk or drive down Prospect St. at the intersection of Rt. 9 and Prospect, just across the street from John M. Greene Hall. Continue on Prospect for about eight tenths of a mile. The Survival Center will be on your right.

# Pioneer Valley Habitat for Humanity

140 Pine St, Room 9 P.O. Box 60642 Florence, MA 01062

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> MJ Adams</p> <p><b>Phone:</b> 413-586-5430</p> <p><b>Fax:</b></p> <p><b>Email:</b> volunteer@pioneervalleyhabitat.org</p> <p><b>Web:</b> www.pioneervalleyhabitat.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span></p> <p><input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span></p> <p><input checked="" type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span></p> <p><input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">4</span></p>
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## PLACEMENT

## DESCRIPTION

- WomenBuild Coordinator – Assist in the planning of a womenbuilt habitat house - any range of tasks associated with building a home: zoning permit, project management, fundraising, volunteer coordination, public relations, building.
- Site Host – Greet and welcome volunteers at construction sites - get them signed in and equipped for the day's tasks: Sat. 8:30-9:30am; Sun. 11:30am-12pm.
- Crew Leader – Lead small groups of construction volunteers on specific tasks on Sat. 9am-4pm; Sun. 12-4pm.
- Construction volunteer – Framing, drywalling, roofing, landscaping, painting, door & window installation, siding. Sat. 9am-4pm; Sun. 12-4pm.
- Campus Chapter Leadership – Participate in the efforts to engage Smith students in Habitat activities.

**Mission:** Our goal is to make homeownership possible for low-income families in our region. Through the donation money, land, expertise, and labor we commit ourselves to construct inexpensive, sturdy houses. We further commit to provide our families with the supportive services necessary to become successful and responsible homeowners. We challenge our community to share from its abundant resources and labor and capital with those in need. And we pledge ourselves to the building of genuine community through the shared labor of constructing decent, affordable homes for those less fortunate than ourselves.

**Goals:** To identify and achieve specific organizational tasks that serve the needs of the volunteer and PV Habitat.

**Skills:** No construction skills needed to be involved in building - just a willing spirit.

**Training:** Yes, depending on assignments.

**Directions:** PVH Office: From Smith, take Rte. 9 west. At Florence Center, turn left onto Maple; take 2nd right onto Pine St. At stop sign with Florence Congregational on left - Florence Community Center is to the right of the church. PVH is located on the top floor of the Community Center. Builds take place throughout the Pioneer Valley.

## For Other Related Agencies See:

American Friends Service Committee  
Arise, Inc.  
Casa Latina  
Food Bank of Western Mass., Inc.  
Friends of the Homeless  
Grace House  
Literacy Project, The  
MANNA  
Massachusetts Fair Housing Center  
National Priorities Project, Inc.  
Nuestras Raices, Inc. (Our Roots)  
Pioneer Valley Habitat for Humanity

# Internships

## American Friends Service Committee

140 Pine Street Room 10 Florence, MA 01062

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Jeff Napolitano  <b>Phone:</b> (413) 584-8975  <b>Fax:</b> (413) 584-8987  <b>Email:</b> jnapolitano@afsc.org  <b>Web:</b> www.WesternMassAFSC.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input checked="" type="checkbox"/> Days <span style="float: right;"><input checked="" type="checkbox"/> Fall Start</span>  <input checked="" type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input checked="" type="checkbox"/> 1 Semester</span>  <input checked="" type="checkbox"/> After School <span style="float: right;"><input checked="" type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="10"/></p>
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### PLACEMENT

### DESCRIPTION

Intern(s) – Work as a member of the office team as a community organizer.

**Mission:** The American Friends Service Committee is a Quaker organization. Our work is based on belief in every human being and in faith that the power of love can overcome injustice. Founded in 1968, Western Massachusetts American Friends Service Committee focuses on social justice and peace through "nonviolence" training, grassroots organizing and dialogues on economic justice, racism, classism, and homophobia.

**Goals:** To support the local and global work of WMA AFSC; organizing efforts to strengthen local movements for justice and peace.

**Skills:** Must have computer skills.

**Training:** All relevant training is available; loose supervision - intern must enjoy working autonomously in a decentralized work environment.

**Directions:** Route 9 (Elm St.) into Florence to the intersection of Main St. and N. Maple St. Turn left onto N. Maple (Mobil Station on the left); drive 1/4 mile and turn right onto Pine St. The Florence Community Center is located at 140 Pine St. on the second floor.

## Massachusetts Fair Housing Center

57 Suffolk Street Holyoke, MA 01040

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Nathalie Vicencio  <b>Phone:</b> 413-539-9796 x112  <b>Fax:</b> 413-533-99  <b>Email:</b> nvicencio@massfairhousing.org  <b>Web:</b> www.massfairhousing.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="4"/></p>
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### PLACEMENT

### DESCRIPTION

Intern – Work with experienced civil rights law staff on complaints of illegal

## Massachusetts Fair Housing Center

housing discrimination.

**Mission:** The Massachusetts Fair Housing Center is a private, non-profit organization whose goal is to ensure that all people have the opportunity to live in the housing of their choice. To achieve this goal, MFHC organizes workshops to educate the general public, housing providers and tenants; counsels individuals who believe they have been subjected to unlawful discrimination; investigates housing discrimination complaints; and pursues legal remedies for discriminatory housing practices.

**Goals:** Legal advice and advocacy for individuals who have expressed illegal housing discrimination. Education to potential victims of discrimination, first time homebuyers, landlords and other housing providers. Research on systemic discrimination in our area and beyond.

**Skills:** Student must have a positive attitude and willingness to learn. Ability to communicate effectively and a passion for social justice. Desire to make an impact in our communities and beyond. Reliable attendance and responsibility a must. Interest in or knowledge of law, patience, comfort with a diverse population, conversational Spanish or any other language a plus.

**Training:** All training necessary will be provided by MFHC staff. Students will be presented with a video presentation as well as written material to initiate their training. Additionally, we usually schedule an all staff presentation based on the availability of st

**Directions:** South on Interstate 91. Take exit 17 (route 141). Turn left at light at end of ramp. Go straight through next light. Keep straight on Dwight. Turn right on Maple Street. Take first left onto Suffolk Street. We're on the corner of Maple and Suffolk, across the street from Bank of America.

## Windhorse Associates

211 North Street Suite #1 Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** Yes

**Contact:** Jeff Bliss

**Phone:** (413) 586-0207 X113

**Fax:** (413) 585-1521

**Email:** jbliss@windhorseassociates.org

**Web:** www.windhorseassociates.org

### Time Commitment

Days

Fall Start

Evenings

Spring Start

Weekends

1 Semester

After School

2 Semester

Min. hours per week

### PLACEMENT

Development Intern – Seeking an individual who will work closely with the Development Director on cultivating major donors, advancing the achievement of fundraising goals, developing collateral materials, and coordinating speaking and educational events.

### DESCRIPTION

**Mission:** Windhorse Associates, subject of the recent PBS series - Visionaries, is a non-profit therapeutic and educational organization that is pioneering a whole-person approach to recovery from psychiatric disorders. Mindfulness, restoration of personal and social connections, and belief in recovery are basic principles underlying our approach.

**Goals:** Work toward changing the way mental health practices are conducted in this country. Work toward initiating an intensive level of support for individuals who are experiencing intense

## Windhorse Associates

mental distress.

**Skills:** A willingness to learn and to take on small projects that will stretch your capacity and further prepare you for working in non-profit organizations. Adequate computer skills and a curiosity to find solutions. **\*\*This is Development Position not a Mental Health Practitioner Position.\*\***

### **Training:**

**Directions:** Take Trumbull Street down the hill to King Street. Turn left on King, then in one block turn right to go under the black railroad bridge. Go one block and turn left on the North Street (it is Market Street if you turn right). Go past Elizabeth Street and look for low brick building on the right, 211 North Street. There is a mortgage company on the front of the building. Windhorse is on the right side of the building.

### **For Other Related Agencies See:**

# Legal/Advocacy

## Hampshire County Bar Advocates/Bar Association

15 Gothic Street, Suite 10 Northampton, MA 01060-3084

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Rebecca J. Ryan  <b>Phone:</b> (413) 586-5038  <b>Fax:</b> (413) 586-  <b>Email:</b> hcba@crocker.com  <b>Web:</b> www.hampshirebar.org.</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Days</td> <td><input type="checkbox"/> Fall Start</td> </tr> <tr> <td><input type="checkbox"/> Evenings</td> <td><input type="checkbox"/> Spring Start</td> </tr> <tr> <td><input type="checkbox"/> Weekends</td> <td><input type="checkbox"/> 1 Semester</td> </tr> <tr> <td><input type="checkbox"/> After School</td> <td><input type="checkbox"/> 2 Semester</td> </tr> </table> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">5</span></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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**PLACEMENT**

**DESCRIPTION**

Office Intern – Assist with office duties and administration of programs. Research for various projects. There are opportunities to shadow attorneys.

**Mission:** Hampshire County Bar Advocates provide legal representation to indigent clients in district court criminal cases. The Bar Association is comprised of attorneys, judges, and legal professionals. We educate the general public, hold social functions, and administer various programs for the community.

**Goals:** To educate the general public, hold social functions, and administer various programs for the community.

**Skills:** Familiarity with Microsoft Office programs (Word, Excel, Access, etc.)

**Training:** Intern would work in an office with the Program Director with minimal direct supervision.

**Directions:** Gothic Street is located off Rte. 9 in downtown Northampton

**For Other Related Agencies See:**

- American Friends Service Committee
- Arise, Inc.
- Decisional Training/Thresholds
- Food Bank of Western Mass., Inc.
- Hampshire County Bar Advocates/Bar Association
- Massachusetts Fair Housing Center
- Prison Book Project
- Safe Passage

# Literacy/Tutoring

## Center for New Americans

17 New South Street Suite #301, Sullivan Square Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Peg Thibbitts <b>Phone:</b> 413-587-0084 <b>Fax:</b> (413) 585-0908 <b>Email:</b> volunteer@cnam.org <b>Web:</b> www.cnam.org</p>	<p><b>Time Commitment</b></p> <table><tr><td><input type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="2"/></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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### PLACEMENT

### DESCRIPTION

Office Assistant – Assist in wide variety of tasks associated with a non-profit organization.

ESOL Tutor – Works 1:1 with ESOL learner on English language and American culture.

**Mission:** To provide the immigrant, refugee and migrant communities of the Pioneer Valley with education and resources to learn English, become involved members of their communities and obtain tools necessary to maintain economic independence and stability.

**Goals:** ESOL tutors work one-on-one with learners; the primary goal is to meet learner's own language goals, also to increase cross-cultural understanding.

**Skills:** Awareness and willingness to learn about other cultures. Student-centered philosophy of education. Willingness to continue for 6 months at approx. 2 hours per week. Patience, ability to work independently, fluency in English (non-native speakers welcome).

**Training:** 8-hour training, 1.5 hour observation (more possible).

**Directions:** Sullivan Square is on the right side of the road on the way downtown from Smith College, just before the Academy of Music.

## Community Education Project

317 Main Street Holyoke, MA 01040

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Robin L. Hodgkinson <b>Phone:</b> 413-538-5770 <b>Fax:</b> (413) 538-5770 <b>Email:</b> rhodgkinson@cepholyoke.org <b>Web:</b> www.cepholyoke.org</p>	<p><b>Time Commitment</b></p> <table><tr><td><input checked="" type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="6"/></p>	<input checked="" type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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# Community Education Project

## PLACEMENT

## DESCRIPTION

- |  |  |
|--|--|
| Tech Supp, Design<br>Promotional Materials         | – Regular computer maintenance, software updates, general troubleshooting. Website development, train staff to use computer technology. Develop promotional materials by photographing and interviewing students and staff.                                      |
| Ronovation, Building,<br>and Beautification        | – Indoor painting, building shelves, minor repairs, and other beautification projects. Secure in-kind donations of furniture and other needed items. Short-term commitment, can be taken on as a group. Immediate results of efforts.                            |
| Leadership<br>Development,<br>Community Organizing | – In low-income Latino community, assist with research on community issues, help prepare educational materials, assist organizing mtgs, support community members' leadership dev, and organizing. Bilingual English-Spanish preferred.                          |
| Individual Tutoring                                | – Help adult students succeed by working with them during class or outside of classtime. Subjects range from ESL, math, reading, and writing skills for college preparation, to reading, writing, math, computer skills in Spanish for native language literacy. |
| Fundraising and<br>Administration                  | – Help implement our fundraising strategy, assist organizational development tasks and special administrative projects. Gain experience in non-profit fundraising and in management and advertising.   |

**Mission:** The Community Education Project works toward social and economic justice by contributing to the development of a capable, informed, and self-determining Latino community in Holyoke, Massachusetts. CEP's work is carried out through adult literacy and language education programs as well as through grassroots organizing and action initiatives.

**Goals:** Contributing to the development of a capable, informed, and self-determining Latino community in Holyoke, Massachusetts through adult literacy and language education programs as well as through grassroots organizing and action initiatives.

**Skills:** We meet with prospective volunteers to determine areas in which our needs match their interests and experiences. From this conversation and a review of their resume, we place them in a specific position and assign them a supervisor.

**Training:** The supervisor meets with the volunteer periodically to review tasks, answer questions, and provide support. In turn, the volunteer is expected to meet her commitments. A basic orientation is provided with hands-on and ongoing support.

**Directions:** Take 91S to Exit 16. Take the 202N ramp off the exit. Take a left onto Cherry Street (202) and stay right to go onto Beech Street (202N). Take a right onto Cabot Street. Left onto Main Street.

# Gray House, Inc.

22 Sheldon Street Springfield, MA 01107

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Laura Qualliotine <b>Phone:</b> 413-734-6696 <b>Fax:</b> (413) 731-0084 <b>Email:</b> casagris@aol.com <b>Web:</b> www.grayhouse.org</p>	<p><b>Time Commitment</b></p> <table><tr><td><input checked="" type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input checked="" type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="2"/></p>	<input checked="" type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input checked="" type="checkbox"/> 2 Semester
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## PLACEMENT

## DESCRIPTION

- Development Intern – Seeking an individual who will work closely with the Development Director on cultivating major donors, advancing the achievement of fundraising goals, developing collateral materials, and coordinating speaking and educational events.
- Adult Learner Tutor – Seeking a tutor that will commit to an adult learner. The tutor will assist the student with different components including ESOL, computer training, and or citizenship classes.

**Mission:** The Gray House is a non profit organization located in the North End community of Springfield. The Gray House now serves 75 adult learners from 20 different countries. To meet their needs, we offer computer classes, ESOL, literacy, and citizenship classes, among others. As a tutor here, you are utilizing simple skills in today's world, to make a huge impact in the life of an adult. Here, we value your knowledge and place you with tutees that can benefit from it. If you want to feel like you are making a difference by simply smiling, the Gray House is a right fit for you. We seek commitment, engagement, and involvement to effectively satisfy the needs of our students.

**Goals:** The goal of the tutor placement is to provide mentorship for an adult learner. This mentorship includes helping the student learn basic english language concepts to helping a student study for the citizenship exam. The overall goal is to provide a rewarding experience for both the tutor and the student. The tutor will feel useful and the student will gain valuable skills.

**Skills:** Basic knowledge of the english language, basic computer skills, and a basic knowledge of the community. Any skill is useful.

## Training:

**Directions:** From Smith College, take 91 South towards Springfield. Stay on 91 South and then get on I491 to Chestnut street exit. Continue on Chestnut Street until you reach Jefferson Street. Make a left on to Jefferson Street. In the second set of light bare right on to Sheldon Street.

## Homework House

340 Chestnut Street 54 North Summer Street Holyoke, MA 01040

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Maureen Broughan, ssj <b>Phone:</b> 413-265-1017 <b>Fax:</b> (413) 532-8852 <b>Email:</b> hpedroholyoke@aol.com <b>Web:</b> www.homeworkhouseholyoke.org</p>	<p><b>Time Commitment</b></p> <table><tr><td><input type="checkbox"/> Days</td><td><input checked="" type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input checked="" type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input checked="" type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="2"/></p>	<input type="checkbox"/> Days	<input checked="" type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input checked="" type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input checked="" type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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### PLACEMENT

Tutor – see goals

### DESCRIPTION

**Mission:** Homework House provides free tutoring and mentoring for children who are at-risk for academic failure and dropping out of school. We give children with special needs a loving and caring environment. We help them improve their literacy skills so they can become productive members of our community. We work towards rekindling their interest in learning and self-improvement. Services are provided to school-age children without regard to race, religion, ethnicity, or gender.

**Goals:** We provide a tutor committed to working with a child on his/her homework at least one day a week, at best two days a week, either Monday and Wednesday or Tuesday and Thursday, from 3:15 to 5:15. Because children can come either Monday and Wednesday or Tuesday and Thursday, the program of homework help operates optimally when a tutor can work consistently with the same child (or two children) on the days they are in attendance.

**Skills:** The ability to work with children in grades 2-6 on homework, to develop their basic skills, particularly in reading and math, to encourage a love of learning, to work through difficulties with patience, to serve as a mentor.

**Training:** orientation training prior to start and on-going guidance on tutoring techniques

**Directions:** To reach 340 Chestnut Street, take 91 South from Smith to exit 16. Turn left at exit and go through 3 traffic lights. At 4th light, take a right and a left at the blinking light. After this left, take a quick right and go straight for 3 blocks. Take left at Chestnut Street and Homework House is on the right (340 Chestnut St.) Parking lot is across the street from Homework House.

## International Language Institute of Massachusetts

17-25 New South Street Northampton, MA 01060

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Amy BenEzra <b>Phone:</b> 413-586-7569 ext.100 <b>Fax:</b> (413) 586-8927 <b>Email:</b> AMY@ILI.EDU <b>Web:</b> www.ili.edu</p>	<p><b>Time Commitment</b></p> <table><tr><td><input type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input checked="" type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="2"/></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input checked="" type="checkbox"/> 2 Semester
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# International Language Institute of Massachusetts

## PLACEMENT

## DESCRIPTION

- Volunteer Tutor – Tutor Department of Education students.
- Self-Access Lab Volunteer – Help students with work in the computer lab, or maintenance of the computer lab.
- Office Help – Assist teachers and administrators with various projects.

**Mission:** To promote intercultural understanding by providing quality language instruction and teacher training.

**Goals:** To promote intercultural understanding. To gain skills in teaching English to speakers of other languages.

**Skills:** Language skills in speaking, listening, reading and writing. All tutoring is done in English, so it is not necessary to speak another language than English. See website for more information.

**Training:** ILI provides workshop to community volunteers who tutor current and former students. Tutors need to attend 3 consecutive training sessions, observe 6 hrs. of ESOL classes, attend one in-service follow-up session 1-2 months later.

**Directions:** From Elm Street, proceed toward downtown. Turn right onto RT 10/ South Street (New South Street). ILI is at #17-25. It's the big yellow brick bldg., "Old School Commons".

## Literacy Project, The

Northampton Site 1 Brewster Ct. Suite #1 Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** Yes

**Contact:** Margaret Anderson, Volunteer Crd.

**Phone:** 413-774-3934 ext. 15

**Fax:** (413) 774-3946

**Email:** margaret@literacyproject.org

**Web:** www.literacyproject.org

### Time Commitment

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Days     | <input checked="" type="checkbox"/> Fall Start                          |
| <input checked="" type="checkbox"/> Evenings | <input checked="" type="checkbox"/> Spring Start                        |
| <input type="checkbox"/> Weekends            | <input type="checkbox"/> 1 Semester                                     |
| <input type="checkbox"/> After School        | <input checked="" type="checkbox"/> 2 Semester                          |
| Min. hours per week                          | <input style="width: 30px; text-align: center;" type="text" value="2"/> |

## PLACEMENT

## DESCRIPTION

- Teaching Assistant – In class tutoring and teaching.
- Administrative – Basic administrative tasks.

**Mission:** The Pioneer Valley Adult Learning Center (Program of Literacy Project) offers free classes and educational programs to adults and teens in basic skills, including reading, writing, math, computers, and GED test preparation. We seek to help low-literacy adults gain the skills, knowledge and confidence to move forward towards their own goals at work, within their families, and within the community. We see literacy and basic skills education as a fundamental part of personal and community development, and the cornerstone of social change.

**Goals:**

## Literacy Project, The

**Skills:** We are seeking volunteer tutors who are patient, flexible, creative, and intrigued by the learning process. Tutors must be sensitive to wide differences in learning styles, cultures and personal backgrounds.

**Training:** Training is provided through both in-person workshops and on-line tutorials and correspondence. Volunteer tutors are asked to complete 8-12 hours of training within the first 6 weeks of service.

**Directions:** The Literacy Project runs classes in downtown Northampton (within walking distance), Amherst (a short walk from the Amherst-Northampton bus), Greenfield, Orange and Ware (a car is required for these three sites). Directions to all sites are available by contacting the main office.

## Office of Educational Outreach

Office of Educational Outreach Smith College, Clark Hall Northampton, MA 01063

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Doug Winsor/Carla Cooke  <b>Phone:</b> (413) 585-3186  <b>Fax:</b> (413) 585-3068  <b>Email:</b> dwinsor@email.smith.edu  <b>Web:</b> www.smith.edu/sos</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Days</td> <td><input type="checkbox"/> Fall Start</td> </tr> <tr> <td><input type="checkbox"/> Evenings</td> <td><input type="checkbox"/> Spring Start</td> </tr> <tr> <td><input type="checkbox"/> Weekends</td> <td><input type="checkbox"/> 1 Semester</td> </tr> <tr> <td><input type="checkbox"/> After School</td> <td><input type="checkbox"/> 2 Semester</td> </tr> </table> <p>Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="3"/></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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### PLACEMENT

Tutors – After School Enrichment

### DESCRIPTION

**Mission:** With the support of the Office of Educational Outreach and the Department of Education and Child Study, tutors receive training and participate in an enriching after-school program in language arts and mathematics for 1st-5th grade students at the Gerena Community School in the north end of Springfield, Jackson Street Elementary School and Chestnut Middle School in Springfield.

**Goals:** Tutors may participate in the program for 1, 2, or 3 afternoons per week throughout the academic year. Work one-on-one with the same student each session, planning an individualized program to aid in the student's academic, social & emotional growth.

**Skills:** Sincere commitment to making a difference in the life of a child, consistent attendance at tutoring sessions, patience, and humor.

**Training:** The Partnership & Outreach Coordinator supervises and supports all tutors; Touring with the America Reads program, along w/support from the education faculty, are offered. Reflective/problem-solving sessions are conducted on a regular basis.

**Directions:** To Gerena Community School: Take I-91 South to Exit 11, Birnie Ave in Springfield. Transportation is provided.

## Prison Book Project

P.O. Box 396 Amherst, MA 01004-0396

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Debbie Richards <b>Phone:</b> 413-584-8975 x208 <b>Fax:</b> <b>Email:</b> prisonbookproject@riseup.net <b>Web:</b> www.prisonbooks.org</p>	<p><b>Time Commitment</b></p> <table><tr><td><input type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="3"/></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester								

### PLACEMENT

### DESCRIPTION

Volunteer – Answer letters from inmates and select/wrap books to send to them.  
Optional: help with publicity, fundraising, etc.

**Mission:** Prison Book Project is a secular, volunteer group that distributes books free-of-charge to prisoners in New England and Texas. We are dedicated to offering men and women behind bars the opportunity for self-empowerment, education, and entertainment that reading provides.

**Goals:** The main goal of the placement is to help send books to prisoners who cannot afford to purchase them on their own. If desired, there are other projects that a volunteer can help with: publicity, fundraising, etc.

**Skills:** Ability to read; ability to wrap packages; attention to detail. Skills desired but not required: basic math and the ability to lift heavy objects.

**Training:** Volunteers are supervised weekly in an informal group setting by a volunteer coordinator and other volunteers.

**Directions:** Take Route 9 North towards Hadley/Amherst. Take a left off of Route 9 at Middle Road onto Route 47 North. Travel five to six miles. The North Hadley Congregational Church (253 River Drive, Hadley) is on the right one mile past the North Hadley Sugar Shack. Parking is on the street or behind the church. Walk up the long sidewalk and find Prison Book Project staff either in the large room to the right of the foyer or at the top of the stairs in their book inventory room.

## Somali Refugee Tutor/Mentor Program

White Street School White Street Springfield, MA 01002

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Tiertza-leah Schwartz <b>Phone:</b> 413-585-2758 <b>Fax:</b> <b>Email:</b> tschwart@email.smith.edu <b>Web:</b> www.springfieldschoolvolunteers.org</p>	<p><b>Time Commitment</b></p> <table><tr><td><input type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="3"/></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start								
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### PLACEMENT

### DESCRIPTION

Tutor/Mentor – work 1-1 or in small groups within the classroom

## Somali Refugee Tutor/Mentor Program

**Mission:** To encourage and support the Somali children's learning by providing 1-1 focused support.

**Goals:** To recruit teams of volunteer tutor mentors to go to the White St. to work with a small cluster of Somali children in grades 1-5.

To enhance the Somali students' learning, especially vocabulary and reading comprehension by improving the student's ability to understand and decipher background and contextual information or cues in their classroom assignments.

**Skills:** Open to developing a respect and understanding for the arduous journey and changes that Somali refugee's experience. An ability to be non-judgmental. An interest in playing a role to support a child's education. Willingness to make a commitment to regular weekly tutoring sessions.

**Training:** Interview/meeting and on-going support.

**Directions:** From Elm Street, continue through downtown. Take a right onto Pleasant Street. Take the ramp onto I91 South to exit 4 for Main Street/Route 83. Take a right up Longhill Street in front of Antonio's Grinders, following sign for Rt. 83. At the top of the hill, left at lights onto Sumner Avenue. Continue on Sumner through the "X" so that CVS will be on your right. At the next traffic lights, left onto White Street. The school will be on your left. Take a left onto Scott Street (right after the school). You can park either in the lot or on the street. White Street School is two buildings. To get to the Main Office, enter the building by the back door, where you will have to ring the bell to the right of the door.

## The Connections Program

William Peck Middle School Holyoke, MA 01040

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Karen Guillette  <b>Phone:</b> 413-335-5523  <b>Fax:</b> 413-534-21  <b>Email:</b> kguillette@hps.holyoke.ma.us  <b>Web:</b> <a href="http://www.hps.holyoke.ma.us/after_school.htm">http://www.hps.holyoke.ma.us/after_school.htm</a></p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">2</span></p>
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### PLACEMENT

### DESCRIPTION

- |                                   |  |
|-----------------------------------|--|
| Tutor/Homework support            | – Students would work with individual students or groups of 2-3 to provide academic support during our homework hour (one or more afternoons, 3:20 - 4:20 p.m., Monday - Thursday) |
| Facilitate an Enrichment Club     | – Provide an enrichment club in an area of skill/interest (once/week, 4:20 - 5:50 p.m., M, Tu, W or Th)  |
| Assist Enrichment Club Instructor | – Assist enrichment club instructors in facilitating club activity (one or more afternoons, 4:20 - 5:50 p.m., M - Th)  |

**Mission:** The mission of the CONNECTIONS Program is to enhance the knowledge, skills, and interests of participating students, to support their social, emotional and physical development and to strengthen their connections to peers, teachers, the community and the natural environment

## The Connections Program

through a balance of academic, enrichment and physical fitness programming.

**Goals:** The CONNECTIONS Program is a 21st Century Learning Center Program, and, as such, has the goal of providing creative and innovative interdisciplinary, hands on, student centered programming that supports and contributes to academic achievement and youth development for participants. The program employs HPS certified teachers and a variety of agency-based individuals to provide academic support and enrichment 'clubs' for groups of 10-12 students. Our goal is to increase the effectiveness of the program by involving college students in this work. Not only are the students essential in helping to address individual student needs but they provide much needed positive role models for participants. □

**Skills:** The primary skill is relational. It is very important that the student can feel comfortable and relate well to the middle and/or high school age youth in our program. Often our students are dealing with a fair number of personal challenges. The majority of our students are low income, urban youth. Many are English Language Learners and a significant number are special education students. We make every attempt to match the strengths (Math, English, Science primarily) of the college student with the needs of individual participants. Organizational skills are helpful in terms of helping participants become more organized in approaching their work. Patience, humor, caring concern and reliability are qualities that are also much needed in this work. □

**Training:** We are currently finalizing a tutor training that will include strategies for providing academic support. We are coordinating efforts with the Student Bridges Program at UMass that will provide a day long orientation for volunteers that covers the history

**Directions:** We have three middle school program sites, two elementary sites and one high school site. Directions to each individual school will be provided once placement is determined □

## Volunteers in Northampton Schools, Inc.

380 Elm Street Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Donna Cadette Waterman  <b>Phone:</b> 413-587-1332  <b>Fax:</b> (413) 587-1374  <b>Email:</b> vinsvol@hotmail.com  <b>Web:</b> http://vins.northampton-k12.us</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="1"/></p>
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### PLACEMENT

### DESCRIPTION

- Tutoring – Assist one-to-one, or in small groups, with various subjects such as reading, writing, math, spelling, etc.
- Resource Volunteer – Assist in a classroom for a short term project or a one time program. These volunteers may speak to students about a specific topic.
- Enrichment – Help students who are achieving above-grade level in mathematics.

**Mission:** Founded in 1981, Volunteers in Northampton Schools (VINS) is a private, non-profit, organization that strives to provide volunteers in all of Northampton's public schools to supplement and enrich the curriculum offerings. The volunteer participation of parents and

## Volunteers in Northampton Schools, Inc.

community members is widely recognized to be a significant factor in the quality of education.

**Goals:** Volunteers are placed in the elementary and secondary schools of Northampton.

**Skills:** Interest in education and children; patience.

**Training:** Orientation is provided for all volunteers. Each teacher provides individual training and supervision.

**Directions:** Directions will be provided to volunteers.

### **For Other Related Agencies See:**

Center for New Americans

Girls Inc.

International Language Institute of Massachusetts

Literacy Project, The

Nuestras Raices, Inc. (Our Roots)

Office of Educational Outreach

Prison Book Project

Somali Refugee Tutor/Mentor Program

Springfield School Volunteers

# Medical

## Baystate Medical Center - Clinical Research Office

Department of Emergency Medicine 759 Chestnut Street Springfield, MA 01199

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Del Blank RN, MN, MBA</p> <p><b>Phone:</b> (413) 794-8680</p> <p><b>Fax:</b> (413) 794-5118</p> <p><b>Email:</b> Del.Blank@bhs.org</p> <p><b>Web:</b></p>	<p><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <input type="checkbox"/> Fall Start</p> <p><input type="checkbox"/> Evenings <input type="checkbox"/> Spring Start</p> <p><input type="checkbox"/> Weekends <input type="checkbox"/> 1 Semester</p> <p><input type="checkbox"/> After School <input type="checkbox"/> 2 Semester</p> <p>Min. hours per week <input type="text" value="8"/></p>
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### PLACEMENT

### DESCRIPTION

**Research Intern (RI)** – Screen patients for existing research protocols & get informed consent from patients to participate; remind doctors/nurses of study protocols & to assist in implementing study procedures; collect data by reviewing medical records & interviewing patients

**Mission:** The purpose of the Research Internship Program is to assist physicians, nurses, and residents in the Emergency Department to conduct clinical research and publish the results of their findings.

**Goals:** Students observe clinical activities in an emergency medical setting, learn medical terminology and pathophysiology of certain diseases, observe and interact with ED staff and patients, and actively participate in clinical research within the department.

**Skills:** Must have an interest in medicine, or other health professions. A resume and letter of recommendation is required from a faculty member/previous employer; commitment of 4 hrs/day, 2 days/week for the first semester - hours negotiable for another semester

**Training:** Observe actual clinical activities in an emergency department setting. Learn Medical terminology, and pathophysiology of certain diseases. Observe and interact with ED staff and patients. Observe other hospital areas/procedures such as Cardiac Catheterization

**Directions:** From Smith College take I-91 South to Exit 11 (Bernie Avenue). Make a sharp right at the end of the exit ramp and follow the blue "H" signs (Right at the end of ramp; right at Walter Street; you will cross Main Street; turn left at Chestnut Street) until the hospital is right in front of you. Follow the signs to the Emergency Department. Park in the Visitors parking lot. Walk into the Emergency Department, to the Triage desk, and ask for Del Blank.

# Cooley Dickinson Hospital

30 Locust Street P.O. Box 5001, zip: 01061 Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** No

<p><b>Contact:</b> Robin Kline</p> <p><b>Phone:</b> (413)582-2251</p> <p><b>Fax:</b> (413) 582-2951</p> <p><b>Email:</b> robin_kline@cooley-dickinson.org</p> <p><b>Web:</b> www.cooley-dickinson.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input checked="" type="checkbox"/> Days <span style="float: right;"><input checked="" type="checkbox"/> Fall Start</span></p> <p><input checked="" type="checkbox"/> Evenings <span style="float: right;"><input checked="" type="checkbox"/> Spring Start</span></p> <p><input checked="" type="checkbox"/> Weekends <span style="float: right;"><input checked="" type="checkbox"/> 1 Semester</span></p> <p><input type="checkbox"/> After School <span style="float: right;"><input checked="" type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">4</span></p>
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## PLACEMENT

## DESCRIPTION

- Comfort Volunteers – Volunteer on locked down psychiatric unit. Engage patients in social conversations, recreational activities and assist with daily tasks-snacks, access to showers, visitors, etc. Two semesters; one 3 hours shift per week. 9-12 2-5 or 6-9pm
- Surgical Day Care – Assist with washing and making stretchers, provide snacks for patients prior to discharge, assist with discharges, help with stocking, chart packets. For students interested in health care. No evenings or weekends available.
- Rehabilitation Services – Assist with tidying treatment area, stock supplies and linens, assist with infection control goals, escort patients if needed, help with chart packets, some observation of treatment permitted. Choices of Adult or Pediatric Rehabilitation.
- Front Desk – Escort patients/visitors to appointments, provide wheelchair assistance when needed.
- Emergency Department – Designed for pre-med students or other health care related careers. Volunteer 4 hours per week in the ED. The position requires a 3 semester commitment.
- Coffee Shop – Take customer orders, make and serve sandwiches, drinks, milkshakes and sundaes. Proceeds benefit the hospital. Evening and weekend availability.

**Mission:** Cooley Dickinson Hospital will provide a core of concerted hospital services, collaborate with physicians and other providers to promote continuity of care and stimulate healthy lifestyle. CDH will constantly improve access and efficiently provide quality health services.

**Goals:** To provide students with some contact and understanding of health care services

**Skills:** Customer service skills are critical. In addition, early submission of application is suggested. Most students apply several months in advance. Space is limited and nearly twice as many students apply as are needed.

**Training:** On-going individual supervision. Volunteers in the Emergency Department program give feedback about their experience at the end of the semester. Volunteers receive feedback from staff on an ongoing basis.

**Directions:** CDH is located on Route 9, about 1/4 mile north of Smith College

# Mercy Medical Center

271 Carew Street Springfield, MA 01104

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Nancy Reilly  <b>Phone:</b> 413-748-9074  <b>Fax:</b> 413-781-72  <b>Email:</b> nancy.reilly@sphs.com  <b>Web:</b> www.mercycares.com</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">4</span></p>
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## PLACEMENT

## DESCRIPTION

- Individual Internship – Internship is designed by student and Volunteer Director according to the interests and needs of the student. Prior internships have included Emergency medicine, Social Work, Psychology, Spiritual Care, Nutrition, Nursing and Surgery.
- Holyoke Pre-natal Center Assistant – Work with staff to run the Holyoke office, assemble charts, assist with teen pregnancy program and support group.
- Graphic Design – Assist staff in creating, designing, editing and proofreading marketing materials, internal communications, and forms for the health system. Possible projects include print advertising, newspaper ads, brochures, billboards, radio advertising, and signs.
- Fund Development – Develop a greater understanding of basic principles of fundraising for a not-for-profit health care organization. Intern will be involved with various campaigns including the system-wide employee campaign, Brightside "Angel" Campaign, and more.
- Emergency Room Liason – Act as a liason between ER staff, patients, and visitors. Provide pillows, blankets, water, etc. to patients. Some time is set aside for shadowing with ER doctors, PAs, and nurses.
- Adult Psychiatry – Assist in the adult psychiatry unit at Providence Behavior Health Hospital in Holyoke. Develop a greater understanding of basic principles of in-patient psychiatry care for adults.

**Mission:** Mercy Medical Center, a 182-bed, acute care hospital in Springfield, MA, was founded by the Sisters of Providence in 1899. Today, Mercy is a state-of-the-art medical facility. Mercy offers a wide range of programs and services including cardiac care, maternity services, cancer treatment, emergency care, diagnostic imaging, intensive care, critical care, diabetes treatment, surgical procedures (inpatient and outpatient) and laser treatment. We treat all persons whom we serve and with whom we work with respect and compassion, calling forth their best human potential.

**Goals:** See mission.

**Skills:** Students would ideally major in secondary education, non-profit management, social services, pre-med, social work or recreation. Excellent customer service skills. Caring and compassionate. Outgoing personality. Understand and respect confidentiality of patients. Ability to stay calm under pressure. Comfortable working with all age groups. Able to stay calm when dealing with anxious patients/family members.

## Mercy Medical Center

**Training:** Orientation and supervision by volunteer coordinator or staff is informal and ongoing.

**Directions:** Take Route 91 South to exit 8: Route 291/20 East. Take Exit 3: Armory street. Go through traffic light and then follow rotary around to the left. At the blinking red light, turn right onto Armory Street. Follow Armory Street to first traffic light. Turn left onto Carew Street. Mercy Medical Center is one-half mile on the left.

## Northampton V.A. Medical Center

421 North Main Street Leeds, MA 01053

**Walking Distance:** No

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Anne Murray  <b>Phone:</b> (413) 582-3042  <b>Fax:</b> (413) 582-3097  <b>Email:</b> Anne.Murray@va.gov  <b>Web:</b> www.northampton.va.gov</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input checked="" type="checkbox"/> Days <span style="float: right;"><input checked="" type="checkbox"/> Fall Start</span>  <input checked="" type="checkbox"/> Evenings <span style="float: right;"><input checked="" type="checkbox"/> Spring Start</span>  <input checked="" type="checkbox"/> Weekends <span style="float: right;"><input checked="" type="checkbox"/> 1 Semester</span>  <input checked="" type="checkbox"/> After School <span style="float: right;"><input checked="" type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="2"/></p>
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### PLACEMENT

### DESCRIPTION

- Recreation Volunteers – Entertainment groups, music performers, adult-supervised children groups, and individuals to socialize with veterans and assist with recreation activities, etc.
- THESIS – (Touch, Hear, Explore, Sense, Involve, Sight) shadow clinician in volunteer capacity to watch and learn.
- Ambassador Volunteer – Meet/greet veteran patients, guests, etc. and provide guidance as to Medical Center services. Escort veteran wheelchair patients to appointments/activities as needed.
- misc. – Talk with the Northampton V.A. Medical Center about any special interests you have and develop a volunteer placement around them.
- Veterans History Project Volunteers – Need interviewers to collect and record first-hand accounts of American war veterans. This project is sponsored by the library of Congress so that future generations may hear the direct stories and better understand the realities of war. training provided

**Mission:** To improve the healthcare of veterans through clinical care, education and research.

**Goals:** To have as many student volunteers as possible for helping veteran patients at V.A Medical Center.

**Skills:** A desire to serve those who served.

**Training:** By Medical Center Staff/Nursing - orientation provided by volunteer staff.

**Directions:** Route 9 to Leeds, V.A Medical Center is on Route 9, 4 miles from Smith College. On PVTA bus route.

**For Other Related Agencies See:**

AIDS CARE/Hampshire County  
Cooley Dickinson Hospital  
Fit Together (Service Net)

## Multicultural awareness

### Nuestras Raices, Inc. (Our Roots)

245 High Street Holyoke, MA 01040

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Daniel Ross, Ex. Director</p> <p><b>Phone:</b> (413) 535-1789</p> <p><b>Fax:</b> (413) 535-1100</p> <p><b>Email:</b> dross@nuestras-raices.org</p> <p><b>Web:</b> www.nuestras-raices.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span></p> <p><input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span></p> <p><input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span></p> <p><input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span></p> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">4</span></p>
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#### PLACEMENT

#### DESCRIPTION

- Environmental Justice Intern – Work with Environmental Justice Program Director to research environmental problems affecting Holyoke's low-income Latino Community.
- Business Development Intern – Assist new low-income businesses with their business planning - a great experience for Economics students!
- Building Strong Roots Program Intern – Assist with planning activities for a group of young girls; gardening, arts and crafts, sports and environmental.
- Academic Tutor – Help youth with homework after-school.

**Mission:** Nuestras Raices promotes economic, human and community development in inner-city Holyoke through projects relating to food and agriculture. It draws its membership and its leadership from the members of its network of community gardens.

**Goals:** To promote economic, human and community development in inner-city Holyoke through projects relating to food and agriculture.

**Skills:** Project placement will vary with skills and interest of each volunteer. Spanish is very helpful, experience working with youth is helpful, as is knowledge of agriculture or gardening.

**Training:** Orientation, supportive supervision from Nuestras Raices staff members.

**Directions:** Our Main offices are located at 245 High Street in Holyoke, Ma close to the 91 exit.

#### For Other Related Agencies See:

AIDS CARE/Hampshire County  
 American Friends Service Committee  
 Arise, Inc.  
 Casa Latina  
 Center for New Americans  
 Community Education Project  
 Food Bank of Western Mass., Inc.  
 Girl Scouts of Central and Western Massachusetts

Gray House, Inc.  
International Language Institute of Massachusetts  
Northampton Center for the Arts  
Nuestras Raices, Inc. (Our Roots)  
Office of Educational Outreach  
Performance Project/First Generation  
Somali Refugee Tutor/Mentor Program  
Springfield School Volunteers

# Public Health

## Stop It Now!

Mailing address: 351 Pleasant St., Suite 319 B Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** No

<p><b>Contact:</b> Sarita Hudson  <b>Phone:</b> 587-3500x2  <b>Fax:</b> (413) 587-3505  <b>Email:</b> shudson@stopitnow.org  <b>Web:</b> www.stopitnow.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input checked="" type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <input style="width: 40px; text-align: center;" type="text" value="4"/></p>
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### PLACEMENT

### DESCRIPTION

- Web – Learn about website design and maintenance while supporting the development of an online prevention center and web-based social networking efforts. Some knowledge of Dreamweaver required.
  - Policy – Learn about public policy efforts for prevention. Duties can include tracking and studying current research on prevalence of abuse, sex offender management policy, family strengthening and protective policies, youth and child trauma, and treatment.
  - Internships – Key responsibilities are tailored to each intern's interests and skills. Interns have the opportunity to work intensively with staff, learning about the operations of a national organization. Opportunities include:
  - Helpline – Learn about the operation of our national Helpline which provides information, support and referrals for adults concerned about sexualized behaviors. Duties include updating our national resource directory, creatively researching, letter response, etc.
  - Fund Development – Learn about how non-profits go about getting funds from diverse sources. Duties include web-based foundation and donor research.
  - Evaluation – Learn about how a non-profit measures the effectiveness of its programs. Duties include tracking of training, web, distribution of materials data. Knowledge of Excel required.
  - Communications – Learn about mobilizing individuals and groups to take action. Duties can include research on effective methods for public education and action and market research.
- Mission:** Stop It Now!, a national nonprofit organization founded in 1992, offers adults the tools they need to prevent sexual abuse before a child is harmed. We provide support, information and resources that enable individuals and families to keep children safe and create healthier communities. In collaboration with our network of community-based programs, we reach out to adults who are concerned about their own or others' sexualized behavior towards children, providing services through our website, stopinnow.org and our confidential, national toll-free HELPLINE (1.888.PREVENT).

**Goals:** Learn how non-profits use online communications to build and support network of individual

## Stop It Now!

activists.

**Skills:** Basic office skills, computer experience (Windows, Word). Web internship requires Dreamweaver. Evaluation requires Excel.

**Training:** Supervision is done by professional staff overseeing the intern/volunteer's project.

**Directions:** Go West on Route 9. Turn left on Elm St by the high school, go down the hill, take a left on Riverside Drive to where it turns at the Cutlery Building (old brick factory building). 320 Riverside Dr, #7A (Go to the right side and around to the back of the building - follow signs to karate, we're at the top of the stairs.

### **For Other Related Agencies See:**

Breaking the Silence

Stop It Now!

Tapestry Health Systems

Windhorse Associates

# Recovery and Substance Abuse

## Grace House

143 West Street Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** No

<p><b>Contact:</b> Fiona Ryan  <b>Phone:</b> 413-586-8213  <b>Fax:</b> (413) 585-9139  <b>Email:</b> fryan@chd.org  <b>Web:</b></p>	<p style="text-align: center;"><b>Time Commitment</b></p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Days</td> <td><input type="checkbox"/> Fall Start</td> </tr> <tr> <td><input checked="" type="checkbox"/> Evenings</td> <td><input type="checkbox"/> Spring Start</td> </tr> <tr> <td><input type="checkbox"/> Weekends</td> <td><input type="checkbox"/> 1 Semester</td> </tr> <tr> <td><input type="checkbox"/> After School</td> <td><input type="checkbox"/> 2 Semester</td> </tr> </table> <p>Min. hours per week <span style="border: 1px solid black; padding: 2px 5px;">2</span></p>	<input type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input checked="" type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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### PLACEMENT

### DESCRIPTION

**Nutrition Volunteer** – Every Wednesday between 6:00 p.m. - 8:00 p.m. to help teach a nutrition class and help plan the menu for the week to the mothers.

**Child Care Volunteer** – 1st shift - Day --Monday - Friday from 9:00 a.m. - 3:00 p.m. Volunteers can work at own schedule, keeping within the set hours stated above.  
 2nd shift Evening (these hours especially need volunteers): Babysitters between the hours of 6:30p.m. -9:30 p.m.

**Mission:** Is a residential treatment program for addicted women and their children. The program offers intensive intervention and support services. These include involvement in twelve-step fellowships, psycho-education, parenting skills, life skills, budgeting, and case management. The program includes an aftercare component, which assists the family in its transition to independent living.

**Goals:** To assist with childcare at different times when the mother attends 12-step recovery meetings.

**Skills:** Ability to interact with diverse population of children from 0-11 years old for 2 hours at a time.

**Training:** Training supervision will be provided by the Program Director.

**Directions:** Next to the Smith College Campus across the street from the Horse Stables.

### For Other Related Agencies See:

Performance Project/First Generation

# Women's Issues

Arise, Inc.

467 State Street PO Box 5423 Springfield, MA 01101

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Ellen Graves  <b>Phone:</b> (413) 734-4948  <b>Fax:</b>  <b>Email:</b> ellenforpeace@yahoo.com  <b>Web:</b> www.riseup.net</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px;">2</span></p>
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**PLACEMENT**

**DESCRIPTION**

Volunteers – Office Support, Solidarity Committee

**Mission:** A grass roots organization working for social change.

**Goals:** To build power for oppressed people by educating, organizing, and uniting working people, people of color, disabled persons, and Gays and Lesbians on entitlement programs: to know our rights, to stand up for our rights and to obtain our rights.

**Skills:** Passion for community service.

**Training:** Training and supervision are provided.

**Directions:** Take I91 S towards Springfield. Get off State Street exit toward Downtown Springfield and go straight up hill - is on right across from STCC.

## Berkshire Children and Families

220 Russell Street, Suite 200 PO Box 343 Hadley, MA 01035

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Gail Fries, Dir Family Support Pr  <b>Phone:</b> 413-584-5690  <b>Fax:</b> 413-586-94  <b>Email:</b> NHAdmin@bcfma.org  <b>Web:</b> www.berkshirechildren.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px;">3</span></p>
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**PLACEMENT**

**DESCRIPTION**

Parent Aide Volunteer – Establishing a trusting, one-on-one relationship.

Healthy Families Group Assistant – Monthly get-togethers of teen parents and their children. Assist staff with activities, transportation, child care, set-up, etc; groups held in late afternoon/evening.

## Berkshire Children and Families

**Mission:** The agency's main goals are to: (1) provide support and education to adults and children who seek help in resolving family problems and (2) provide community leadership.

**Goals:** (1) Parent Aide Program: Volunteers provide support to families who are under stress or are isolated and who may be at risk of abusing or neglecting their children. (2) Healthy Families Program: to support first-time teen parents and their children.

**Skills:** (1) Empathy and the capacity to be non-judgmental. (2) Effective communication skills, good problem-solving and decision-making skills. (3) Experience with parents and young children desirable, but not required. (4) License/insured vehicle required for Parent Aide.

**Training:** For Parent Aide: 1) 15 hour pre-service training 2) supervision approximately 4 hours per month, 2 hours every other week.

**Directions:** Rte. 9 Hadley, towards Amherst. Pass Norwottuk Hadley Inn on left. Berkshire Children and Families is to the left between the Fastenal store and Stuff-It storage buildings. The Agency is red and looks like a barn. It is set way back from the road. Free parking is to the left of the building.

## Breaking the Silence

32-34 Hampden Street Springfield, MA 01103

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Maryann Mohamoud  <b>Phone:</b> 413 549-1193  <b>Fax:</b> 413 549-11  <b>Email:</b> jcorbin@email.smith.edu  <b>Web:</b> <a href="http://springfieldinstitute.wordpress.com/">http://springfieldinstitute.wordpress.com/</a></p>	<p style="text-align: center;"><b>Time Commitment</b></p> <p><input type="checkbox"/> Days <span style="float: right;"><input type="checkbox"/> Fall Start</span>  <input type="checkbox"/> Evenings <span style="float: right;"><input type="checkbox"/> Spring Start</span>  <input type="checkbox"/> Weekends <span style="float: right;"><input type="checkbox"/> 1 Semester</span>  <input type="checkbox"/> After School <span style="float: right;"><input type="checkbox"/> 2 Semester</span>  Min. hours per week <span style="border: 1px solid black; padding: 2px;">10</span></p>
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### PLACEMENT

### DESCRIPTION

Intern – It is an amazing opportunity for reliable non-judgmental students to learn about the Somali culture and the medical and mental implications of FGM. Interns must be reliable and open to new learning experiences.

**Mission:** The Mission of Breaking the Silence is to provide a supportive and non-judgmental forum for FGM survivors to discuss their experiences, to educate health care providers about FGM and culturally sensitive health care experiences, and to lay the groundwork for shifting the cultural and religious ideas and traditions that perpetuate the practice of FGM among local immigrant populations. The mission has been expanded to include families of FGM survivors as well, providing resources and support for new immigrants.

**Goals:** Looking for interns to be a support to BTS staff while honoring the difficult subject matter of FGM. Interns must have compassion and understanding toward the African immigrant community and diverse cultures. Must know and respect the philosophy, mission, and confidentiality of BTS and its participants.

**Skills:** Administrative support skills, computer skills, verbal and written communication skills, organizational skills, interpersonal skills. Experience with grantwriting is desirable.

The work requires an intern who is attentive to detail, highly motivated, a team player and

## Breaking the Silence

efficient in multi-tasking.

**Training:** Training thru educational materials, site visits, and working with Maryann.

**Directions:** Located in downtown Springfield. (mapquest directions below)  
<http://www.mapquest.com/mq/4-BfkMftdpVs5dhwCK6Fnb>

## Safe Passage

43 Center Street, Suite 304 Northampton, MA 01060

**Walking Distance:** Yes

**Handicapped Accessible:** Yes

<p><b>Contact:</b> Anthia Elliott <b>Phone:</b> 413-586-1125 X22 <b>Fax:</b> (413) 586-3742 <b>Email:</b> anthia@safepass.org <b>Web:</b> www.safepass.org</p>	<p style="text-align: center;"><b>Time Commitment</b></p> <table><tr><td><input checked="" type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input checked="" type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input checked="" type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="4"/></p>	<input checked="" type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input checked="" type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input checked="" type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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### PLACEMENT

### DESCRIPTION

- Shelter Advocate Intern – Support shelter advocate who provides welfare, DSS, housing, employment, medical, and legal advocacy to women in Safe Passage shelter.
- Court Advocate – Provide safety planning, explain legal process, provide in-court advocacy, and provide information and referral to community resources available to battered persons. Additional 36 hour SAFEPLAN training required.
- Counseling and Advocacy Program Advocate Intern – Provide crisis intervention, peer support, information/referrals on hotline and in person. Help with administrative projects related to direct service.

**Mission:** Safe Passage is committed to ending violence against women and to aiding its survivors through providing support to women wishing to change their situations, and through developing programs for community education addressing the problem of domestic and partner abuse.

**Goals:** To assist Safe Passage staff and survivors of abuse, as well as to provide interns with a valuable learning experience.

**Skills:** 1) Commitment to working with women from diverse backgrounds who are experiencing emotional and/or physical abuse. 2) Ability to use effective communication techniques (listening, mirroring...). 3) Knowledge or willingness to use appropriate support tools.

**Training:** Required 35 hour training offered February, June, and September. Informal supervision as needed, monthly formal supervision by volunteer coordinator and program supervisor. Summer training begins in June, fall training begins in October.

**Directions:** From Smith Campus- Take a right onto Rte 9/Main St. going into Northampton. Take a left onto State Street right before the intersection with Pleasant/King Streets. Take your first right onto Center Street. Our office is not clearly marked, but it is on the third floor of 43 Center Street, the building next to the police station with four large white columns out front. Meter parking is available.

# Safe Passage

## Tapestry Health Systems

296 Nonotuck Street 2nd Floor Florence, MA 01062

**Walking Distance:** No

**Handicapped Accessible:** No

<p><b>Contact:</b> Amy Short <b>Phone:</b> 413-586-2016, X116 <b>Fax:</b> (413) 586-0212 <b>Email:</b> ashort@tapestryhealth.org <b>Web:</b> www.tapestryhealth.org</p>	<p><b>Time Commitment</b></p> <table><tr><td><input checked="" type="checkbox"/> Days</td><td><input type="checkbox"/> Fall Start</td></tr><tr><td><input type="checkbox"/> Evenings</td><td><input type="checkbox"/> Spring Start</td></tr><tr><td><input type="checkbox"/> Weekends</td><td><input type="checkbox"/> 1 Semester</td></tr><tr><td><input type="checkbox"/> After School</td><td><input type="checkbox"/> 2 Semester</td></tr></table> <p>Min. hours per week <input type="text" value="4"/></p>	<input checked="" type="checkbox"/> Days	<input type="checkbox"/> Fall Start	<input type="checkbox"/> Evenings	<input type="checkbox"/> Spring Start	<input type="checkbox"/> Weekends	<input type="checkbox"/> 1 Semester	<input type="checkbox"/> After School	<input type="checkbox"/> 2 Semester
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### PLACEMENT

### DESCRIPTION

- Health Services – General administrative and program support tasks in direct service reproductive health clinic.
- Harm Reduction – General administrative and program support tasks in direct service needle exchange program.
- Administration – General administrative, marketing, development and grant support in the regional administrative office.

**Mission:** Tapestry Health is dedicated to being a leader in providing high quality, caring health services and advocacy for all those who are disenfranchised and under-served, with an emphasis on women and youth.

**Goals:** (1) For the volunteer to work as a team with staff members to accomplish the operational goals of the program; (2) To provide assistance to the site staff; (3) To provide a rewarding and educational experience for the volunteer.

**Skills:** Basic computer skills; ability to work with a diverse clientele in a confidential and supportive setting; supports agency mission and goals, bilingual preferred for some sites.

**Training:** Site managers for each program are responsible for providing appropriate volunteer training and orientation for each assignment.

**Directions:** Health services clinic and needle exchange program located in downtown Northampton (16 Center Street, 4th floor). HIV/AIDS services located in Springfield (365 Bay Street) and Greenfield (80 Sanderson Street). Regional administrative office located at 296 Nonotuck Street, 2nd Floor, Florence: Follow Elm Street out of downtown Northampton toward Florence. Turn left at Park Street followed by a slight right on Pine Street.

### For Other Related Agencies See:

- AIDS CARE/Hampshire County
- American Friends Service Committee
- Berkshire Children and Families
- Community Education Project
- Girls Inc.
- Grace House

Pioneer Valley Habitat for Humanity  
Safe Passage  
Tapestry Health Systems