

# LIVE UNITED



**United Way  
Of  
Pottawatomie County**  
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## United Way of Pottawatomie County Volunteer Opportunities 2017

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## American Red Cross

### **Disaster Services:**

**Dates and times:** Following a disaster.

**Description:** Provide food, shelter, comfort and home for families affected by major disasters such as fire, wildfire, tornado, ice storm, floods etc. Provide water, sports drinks and snacks to first responders following a disaster. Disaster Assistance Team Volunteers respond with a disaster action team supervisor.

**Location:** Varies within Pottawatomie County and Seminole County.

**Requirements:** Volunteers must be 18 years of age or older.

**Contact Information:** Call Susan Morris at 405-273-8800-email [Susan.Morris@RedCross.org](mailto:Susan.Morris@RedCross.org)

### **Blood Drive Volunteer:**

**Dates and Times:** Dates and times vary-as scheduled

**Location:** Pottawatomie County or Seminole County

**Description:** Support local blood drives by providing your time and smile to greet, register and provide refreshments to blood donors. Work with individuals, groups and companies to recruit blood donors and promote blood drives.

**Requirements:** Volunteers must be 18 years of age or older.

**Contact Information:** Call Susan Morris at 405-273-8800- email at [Susan.Morris@RedCross.org](mailto:Susan.Morris@RedCross.org).

### **Volunteer Management:**

**Dates and Times:** Dates and times vary-as scheduled

**Location:** Varies within Pottawatomie County and Seminole County

**Description:** Assist with volunteer recruitment, placement, record keeping and recognition.

**Requirements:** Volunteer must be 18 years of age or older

**Contact Information:** Call Susan Morris at 405-273-8800 or [Susan.Morris@RedCross.org](mailto:Susan.Morris@RedCross.org)

### **School Clubs:**

**Dates and Times:** Dates and times vary-as scheduled

**Location:** Varies within Pottawatomie County or Seminole County

**Description:** Students and teachers from elementary school through college lead Red Cross schools clubs.

**Requirements:** Volunteer must be 18 years of age or older to lead a Club

**Contact Information:** Call Susan Morris at 405-273-8800 or [Susan.Morris@RedCross.org](mailto:Susan.Morris@RedCross.org).

### **Staff Support:**

**Dates and Times:** Dates and times vary-as scheduled

**Location:** Varies within Pottawatomie County and Seminole County

**Description:** Assist with administrative tasks. Help with routine maintenance duties such as stocking supplies and checking inventory at shelters.

**Requirements:** Volunteers must be 18 years of age or older

**Contact Information:** Call Susan Morris at 405-273-8800 or [Susan.Morris@RedCross.org](mailto:Susan.Morris@RedCross.org).

## **Public Affairs:**

**Dates and Times:** Dates and times vary-as scheduled

**Location:** Varies within Pottawatomie County and Seminole County

**Description:** During disasters, tell Red Cross story to your community

**Requirements:** Volunteer must be 18 years of age or older

**Contact Information:** Call Susan Morris at 405-273-8800-email [Susan.Morris@RedCross.org](mailto:Susan.Morris@RedCross.org)

## **Big Brothers Big Sisters**

### **Community Based Program**

**Dates and Times:** Once per week-length of visit varies (about an hour)-time varies

**Location:** Anywhere

**Description:** Meet with a child anywhere in the community and mentor them.

- **Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Danielle Wellman at 405-275-3553 or email at [danielle.wellman@bbbsok.org](mailto:danielle.wellman@bbbsok.org).

- **School Based Program**

**Dates and Times:** Once per week during the school year- one hour between 8 A.M. and 3 P.M.

**Location:** Shawnee Elementary Schools

**Description:** Meet with a child at a Shawnee Elementary School and mentor them.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Danielle Wellman at 405-275-3553 or email at [danielle.wellman@bbbsok.org](mailto:danielle.wellman@bbbsok.org).

- **Big League**

**Dates and Times:** One meeting per quarter (4 total each year)- time varies

**Location:** Big Brothers Big Sisters Shawnee

**Description:** Event planning for Big and Little matches.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Danielle Wellman at 405-275-3553 or email at

danielle.wellman@bbbsok.org.

## Boy Scouts

The Boy Scouts of America is one of the best character-building and physical fitness oriented youth development programs in the world. We are constantly in need of adults and parents who can help us deliver this outstanding program to the young people in our community. Many leaders tend to stay with the program years after their sons have earned Scouting's highest rank of Eagle Scout. Remember too that we offer a coed program for older Scouts aged 14-20, called Venturing, so we need female leaders to help with that program as well.

With the assistance of Chief Frantz and the Shawnee Police Department, we are also starting a Law Enforcement Explore Post for students 14-20 years old. This is going to be an exciting program that allows students to learn career oriented skills.

Youth Protection Guidelines are strictly enforced and all adult participants must pass a criminal background check. To learn more about our exciting Scouting Programs please contact Philip Mitchell at 405-923-8161 or email [philip.mitchell@scouting.org](mailto:philip.mitchell@scouting.org).

## Community Market

# Family Promise

- **Day Center Coverage**

**Dates and Times:** Weekends (Saturday and Sunday) 9 A.M.-5 P.M.

**Location:** Day Center

**Description:** Answer phones

**Requirements:** Volunteer must be 18 years of age or older and have a background check.

**Contact Information:** Call Brandy Lester at 405-273-0161 or email at [brandysp@att.net](mailto:brandysp@att.net).

- **Evening Hosting**

**Dates and Times:** Days vary and times are 5:30 P.M. (dinner), 6 P.M.-9 P.M. (evening), and 10 P.M.-6 A.M. (overnight)

**Location:** Varies from church to church

**Description:** Prepare meals, serve as evening host (around 6 P.M.-9 P.M.) or overnight host (10 P.M.-6 A.M.)

**Requirements:** Volunteer must be 18 years of age or older and have a background check.

**Contact Information:** Call Brandy Lester at 405-273-0161 or email at [brandysp@att.net](mailto:brandysp@att.net).

- **Transportation**

**Dates and Times:** Days and times vary-as needed

**Location:** Location varies

**Description:** Taking guests to work, appointments, etc.

**Requirements:** Volunteer must be 18 years of age or older and have a background check.

**Contact Information:** Call Brandy Lester at 405-273-0161 or email at [brandysp@att.net](mailto:brandysp@att.net).

## Family YMCA

- **Gardener**

**Dates and Times:** Varies – Daytime hours and time varies

**Location:** YMCA on Saratoga

**Description:** Wanting to spruce up the flower gardens around the Y.

**Requirements:** Must be able to bend over and get up and down. If not over 18, must have parental supervision.

**Contact Information:** Scott Neff [sneff@shawneeymca.org](mailto:sneff@shawneeymca.org)

Call 405-273-4386

- **Maintenance**

**Dates and times:** 8:00-4:00pm (can be in two hour blocks if needed)

**Location:** YMCA on Saratoga

**Description:** Cleaning up storage areas, building shelves, etc.

**Requirements:** must be 18 years of age. Bring own work gloves if needed.

**Contact Information:** Scott Neff [sneff@shawneeymca.org](mailto:sneff@shawneeymca.org)

Call 405-273-4386

## Gateway to Prevention and Recovery

- **Office Work**

**Dates and Times:** Daily if possible but if not possible then weekly-hours are Mon & Fri 8am-5pm, T-W-T h 8am-6:30pm and Saturday in the morning.

**Location:** Gateway Clinical Office

1010 E 45<sup>th</sup> Street Shawnee

**Description:** Help welcome people to our facility. (Greeter)

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Amanda Boyer at 405-273-1170 x 137 or email at [aboyer@gatewaytoprevention.org](mailto:aboyer@gatewaytoprevention.org).

## Girl Scouts

- **Girl Scout Troop Volunteers**

**Dates and Times:** Once a week and every other week-time varies

**Location:** Location varies.

**Description:** Serving as troop leaders.

**Requirements:** Volunteer must be 18 years of age or older.

**Contact Information:** Contact 405-528-4475 or email at [info@gswestok.org](mailto:info@gswestok.org)

## Heartline 211

- **Call Specialist Volunteer**

**Dates and Times:** Any days-8 hour per month minimum

**Location:** Northwest Oklahoma City

**Description:** Answering HeartLine's helplines in our 24-hour call center.

**Requirements:** Volunteer must be 18 years of age or older.

**Contact Information:** Call Louis Paugh at 405-840-9396 x 167 or email at [lpaugh@heartlineoklahoma.org](mailto:lpaugh@heartlineoklahoma.org).

- **HELP (Healthy Education for Life Program)**

**Dates and Times:** Daytime during school hours, some evening and weekend hours available.

**Location:** Varies

**Description:** Youth suicide prevention education in middle and high schools.

**Contact Information:** Call Rachel Yates at 405-840-9396 x 107 or email at [ryates@heartlineoklahoma.org](mailto:ryates@heartlineoklahoma.org).

## Legal Aid of Oklahoma

- **Nursing Home Pamphlets**

**Dates and Times:** One time-times are between 8:30 A.M. - 4 P.M.

**Location:** All nursing homes in the Shawnee area.

**Description:** Putting together groups of pamphlets and delivering to the nursing home.

**Requirements:** Volunteer has to be 18 years of age or older and have their own transportation.

**Contact Information:** Call Terry Martin at 405-275-6870 or email at [terry.martin@laok.org](mailto:terry.martin@laok.org).

## Mission Shawnee Food Pantry

**Type of Work:**

**The Summit** - This ministry is designed to provided 1-on-1 tutoring and mentoring to help children excel academically and interpersonally. Mentors are connected with one student in the community to provide encouragement and add stability to the life of an at-risk child in Shawnee.

**Time:**

Tuesday and/or Wednesday afternoon. Beginning in October.

For more information email [MissionshawneeOK@yahoo.com](mailto:MissionshawneeOK@yahoo.com)



## Pottawatomie County 4-H

**Dates and Times:** Year round opportunities

**Location:** Our office is located at: 14001 Acme Road in Shawnee, OK

**Description :** It's about more than a single game or activity; 4-H is all about life skills. As a volunteer you can help youth learn how to: speak in front of a group, handle responsibility, help their community, try new things, work with others, and make good decisions.

**Contact Information:** Cathleen Taylor, 4-H Youth Development Educator at [cathleen.taylor@okstate.edu](mailto:cathleen.taylor@okstate.edu) or call 405-273-7683

### Project Safe

- **Transportation**

**Dates and Times:** Daily-time varies

**Location:** Project Safe Office or Shelter

**Description:** Transporting clients from shelter to appointments, or to and from shelter, etc.

**Requirements:** Volunteer has to be 18 years of age or older with a valid driver's license and up-to-date car insurance

**Contact Information:** Call Mystie Smith at 405-273-9953 or e-mail at [mystie3239@hotmail.com](mailto:mystie3239@hotmail.com)

- **Community Outreach**

**Dates and Times:** Days vary-daytime hours

**Location:** Schools, health fairs, and other public locations.

**Description:** Going out into the community to talk and give information on our agency and raise awareness on domestic violence, sexual assault, and stalking.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Mystie Smith at 405-273-9953 or email at [mystie3239@hotmail.com](mailto:mystie3239@hotmail.com)

- **Translating**

**Dates and Times:** Can be anytime, whenever the need arises.

**Location:** Project Safe Office or Shelter

**Description:** Translating for any clients we receive who do not speak English.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Mystie Smith at 405-273-9953 or email at [mystie3239@hotmail.com](mailto:mystie3239@hotmail.com)

- **Babysitting/Child Care**

**Dates and Times:** can be daily-time varies

**Location:** Shelter

**Description:** Babysitting for mothers at the shelter who need to run errands, go to doctor's appointments, etc.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Mystie Smith at 405-273-9953 or email at mystie3239@hotmail.com

- **Victim Advocacy**

**Dates and Times:** can be daily-time varies

**Location:** Shelter or Unzner Center

**Description:** Advocating for the victims at S.A.N.E. (sexual assault nurse exams) and any other advocacy as needed.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Mystie Smith at 405-273-9953 or email at mystie3239@hotmail.com

- **Maintenance**

**Dates and Times:** Monthly-daytime hours

**Location:** Shelter

**Description:** Any type of maintenance that needs to be done at the shelter.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Mystie Smith at 405-273-9953 or email at mystie3239@hotmail.com

- **Beautification Projects**

**Dates and Times:** Monthly-daytime hours

**Location:** Shelter

**Description:** Yard work-mowing, gardening, and curb appeal projects.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Mystie Smith at 405-273-9953 or email at

mystie3239@hotmail.com

## South Central Industries

- **Gardening**

**Dates and Times:** Anytime between 7:30 A.M. and 3:30 P.M. Monday-Friday

**Location:** South Central Industries  
130 N Louisa Shawnee

**Description:** Start flower beds at group homes.

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Tina Hanna at 405-275-3851 or email at

[scithanna@yahoo.com](mailto:scithanna@yahoo.com).

## The Salvation Army

- **Boys and Girls Club**

**Dates and Times:** Monday-Friday After School 3-6 P.M. and during Summer and School Breaks Monday-Friday from 7:30 A.M. - 6 P.M.

**Location:** Boys and Girls Club

**Description:** Activities includes but are not limited to: playing games, helping with homework, arts and crafts, any activity you are passionate about, etc.

**Requirements:** A background check is required for volunteering more than one time

**Contact Information:** 405-273-1470 or email [julio\\_sanchez@uss.salvationarmy.org](mailto:julio_sanchez@uss.salvationarmy.org).  
Or [virgil\\_sanchez@uss.salvationarmy.org](mailto:virgil_sanchez@uss.salvationarmy.org)

- **Thanksgiving Meal**

**Dates and Times:** Thanksgiving

**Location:** Salvation Army

**Description:** Every year we serve a Thanksgiving meal for the community. We are also able to give blankets and coats to those who need it at this time. Any help preparing, serving, and cleaning after the meal is always appreciated.

**Contact Information:** Contact Diane Collins at 405-275-2243 or email at [diane\\_collins@uss.salvationarmy.org](mailto:diane_collins@uss.salvationarmy.org).

- **Christmas Bell Ringing**

**Dates and Times:** Starting November 10<sup>th</sup> and ending December 24<sup>th</sup> 2014.

**Location:** Designated places around Shawnee

**Description:** You can volunteer for couple of hours or for a whole day, or have any organization you are with help. Hours vary, but are typically from 10 A.M. – 8 P.M., with multiple locations throughout Shawnee. The funds collected during this time are used to fund various projects of The Salvation Army.

**Contact Information:** Contact Kendi Cox at 405-275-2243 or email at [kendi\\_cox@uss.salvationarmy.org](mailto:kendi_cox@uss.salvationarmy.org).

- **Angel Tree**

**Dates and Times:** After Thanksgiving until Christmas-times vary

**Location:** Designated places around Shawnee

**Description:** Providing Christmas presents can be a task many families cannot afford. In 2011 through the Angel Tree program, we were able to provide new toys and clothing to 1,394 children in our community. To help you can pick up and angel at locations after Thanksgiving and donate toys and clothing or you can volunteer to organize and get the toys ready to be distributed to the families.

**Contact Information:** Call 405-275-2243.

- **Soup Kitchen**

**Dates and Times:** 365 days a year 4 P.M.- 6 P.M.

**Location:** Salvation Army

**Description:** 365 days a year we provide a hot meal for the community to enjoy. Volunteers come in starting at 4 P.M. to start cooking and serve dinner at 6 P.M.

**Need to sign up before coming.**

**Contact Information:** Call Diane Collins at 405-275-2243 or email at [diane\\_collins@uss.salvationarmy.org](mailto:diane_collins@uss.salvationarmy.org).

- **Shelter**

**Dates and Times:** 365 days a year

**Location:** Salvation Army

**Description:** We currently have a 30 bed shelter, (10 for women and 20 for men). The shelter is open 365 days a year. Opens at 7 P.M. Friday evenings at 7 P.M. we provide a 12-step program which is open to the community.

- **Thrift Store**

**Dates and Times:** Varies

**Location:** Salvation Army Thrift Store

**Description:** Our local Salvation Army Thrift Store provides gently used clothing and household items at a quality price. Through our Thrift Store we are able to provide the community with clothing and goods when they are in need. We are also able to help after disaster strikes (fires, tornados, etc.) to help replace furniture, clothing, and other household items. The profits from the Thrift Store help to fund our Shelter and Soup Kitchen.

**Contact Information:** Call 405-275-4690. Talk to Susan or Carla

## **VIP (Volunteers Impacting People)**

- VIP places volunteers 55 and older in the community to share their experience and talents.
  - **Location:** 401 N. Bell Shawnee, Ok 74801
  - **Time:** Monday –Friday 8:00am—5:00pm
  - **Volunteer Opportunities:** Meals on Wheels  
Shoes That Fit  
VITA-Volunteer Income Tax Assistance  
Friends of Seniors  
Wounded Warriors
- Contact:** Call 405-275-7910 -----Thixe Totty--Program Director  
Kathy Gatz--Program Coordinator

## **Volunteer Health Center of Pottawatomie County (Volunteer Health Clinic)**

- **Nursing RN & LPN**

**Dates and Times:** Every Thursday from 5 P.M.-8 P.M.

**Location:** Pottawatomie County Health Department  
1904 Gordon Cooper Drive Shawnee

**Description:** Work up patient for doctor.

**Requirements:** Volunteer has to be 18 years of age or older and have a current RN or LPN license.

**Contact Information:** Call Glenna McElhany at 405-273-2157.

- **Clerical**

**Dates and Times:** Every Thursday from 5 P.M.-8 P.M.

**Location:** Pottawatomie County Health Department  
1904 Gordon Cooper Drive Shawnee

**Description:** Checking in clients and helping in the pharmacy

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Glenna McElhany at 405-273-2157.

- **Pharmacy Technician**

**Dates and Times:** Every Thursday from 5 P.M.-8 P.M.

**Location:** Pottawatomie County Health Department  
1904 Gordon Cooper Drive Shawnee

**Description:** Pharmacy Technician

**Requirements:** Volunteer has to be 18 years of age or older.

**Contact Information:** Call Glenna McElhany at 405-273-2157

## Youth and Family Resource Center

- **Hope House Shelter**

Academic tutoring for kid's attending public schools.  
Volunteers – spending time with kids, doing activities, acting as a role model,  
and providing support for the youth in the shelter.

- **Community Accountability Board:**

Academic tutoring for the clients of CAB.  
Help to provide a positive role model to the clients and their families.

- **Inner Office Help:**

Help to answer phones and greet clients as needed on Mondays and Fridays  
between the hours of 8-5  
Help to assemble workbooks for various programs

To obtain a volunteer application packet and background check information, contact us  
at: Youth and Family Resource Center  
326 W 11<sup>th</sup> Shawnee, OK 74801  
Phone: (405) 275-3340