



VOLUNTEER Opportunities

Art from the Heart Program

We are seeking volunteers to assist adults with developmental disabilities in various art projects, such as creating custom greeting cards, mosaic wall art, and jewelry making.
Times needed: Tuesday and Thursday from 10:00 AM to 2:30 PM.

Program Aide

We are seeking volunteers to assist adults w/ developmental disabilities in light manufacturing activities, such as: sewing, packaging, shrinkwrapping, labeling, and heat sealing. Provide job coaching and mentorship within a manufacturing setting.
Times needed: Monday-Friday from 9:00 to 2:30 PM.

Computer Training

Teach and train adults w/ developmental disabilities to learn the basics of using a computer. Such tasks would include training our individuals on E-Mail, Internet searches, typing, etc. This volunteer service can be done any day
Monday through Friday from 9:00 AM to 1:00 PM.

Deli/Snack Shop Volunteer

We are seeking volunteers to assist adults w/ developmental disabilities in running the participant based deli/snack shop program, which involves teaching clients how to prepare and serve meals.
Every Friday from 9:00 AM to 2:00 PM.

Marketing

Assist adults with developmental disabilities to develop their small business by taking pictures of their merchandise they created (i.e. greeting cards, mosaic art, and jewelry) and updating our online store. Opportunities available anytime Monday –Friday from 8:00 AM to 4:00 PM.

Career Mentor

Assist adults w/ developmental disabilities in job readiness training. Coordinate group training programs to teach individuals interviewing skills, developing a resume, and completing applications in paper format or online.
Opportunities available anytime Monday –Friday from 9:00 AM to 1:00 PM.

Clerical Support

Assist in various administrative duties that include but not limited to: filing, copying, scanning, mailings, creating information folders or packets, special projects, etc.
Opportunities available anytime Monday –Friday from 8:00 AM to 4:00 PM.

If you are interested in making a difference in the lives of adults living with disabilities please contact Elizabeth Keith via email: ekeith@thedouglascenter.com or phone: 847-674-1921 for further information or you can also apply online.