



# Volunteering at The YMCA Academy

## INSIDE:

Volunteer Positions at the YMCA Academy	2, 3
How Do I Become A volunteer	3
Volunteer Application Form	4

## THE YMCA ACADEMY

The YMCA Academy was founded in September 2003. The school was designed to work with students who need a personalized, engaging and interactive school setting. Our students benefit from a teacher-delivered curriculum, small class size, individual attention and teachers who approach different learning styles with innovative pedagogy.

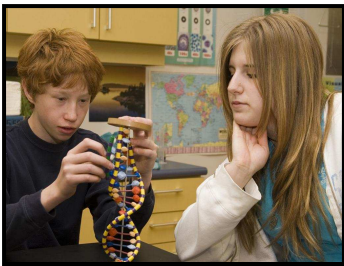
Our students are high-school-aged students who require experiential and relevant learning strategies. Some students may come from mainstream elementary or secondary schools, have been in alternative school settings, have been home

schooled or tutored, or may need a variety of learning and organizational strategies for success in school.

The YMCA's approach to working with youth is based on a series of frameworks. Frameworks are structures, supports, or basis for principles. The six frameworks that support the YMCA Principles of Healthy Adolescent Development are: Harm Reduction, The Trans-theoretical Model of Change, Asset Building, Determinants of Health, YMCA Values and Developmentally Appropriate.

The Principles of Healthy Adolescent Development are our belief about what we should be

doing when working with youth. YMCA Frameworks describe how we will do it. The frameworks are to be used to help us make decisions; and guide our actions and behaviours.



## VOLUNTEER AT THE YMCA

YMCA Volunteers contribute thousands of hours helping the YMCA of Greater Toronto build strong kids, strong families and strong communities each year. Whether you want to help people improve their overall health, support children and youth as they grow into adults, help a newcomer settle to Canada, create a welcoming environment or simply make a difference in someone's life, the YMCA has a wide variety of volunteer opportunities to match your passion, skills and schedule. Get started today! For more information go to <http://www.ymcatoronto.org/en/volunteer/index.html>.

## BENEFITS OF VOLUNTEERING

Volunteering is more than just sharing your time and passion, it's about the satisfaction of knowing you are helping people become stronger, giving back to your community and gaining valuable work experience that will enhance your career opportunities.

Here are just a few of the many benefits you will receive from volunteering:

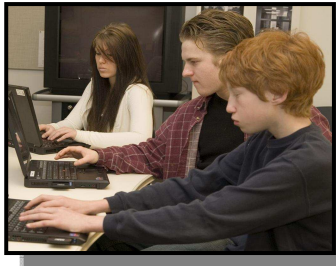
- The fulfillment from knowing you are making a difference in your community
- New skills, increased confidence and enhanced leadership skills
- New friends and acquaintances from all walks of life
- Valuable Canadian work experience
- Be part of an organization with a history of giving back to its community
- Gained hours towards your community service requirement

*We value our volunteers at the YMCA of Greater Toronto and they are included in voting procedures at the Annual Meeting.*



## VOLUNTEER POSITIONS AT THE YMCA ACADEMY

### Classroom Assistant



#### Major Duties:

- Assist classroom teacher with delivery of Ministry of Education approved curriculum during regular classroom
- Support teaching staff with duties as required

#### Qualifications:

Preference will be given to individuals who are:

- Certified teachers, retired teachers, qualified EA's or others with educational experience
- Experienced working with students with learning or developmental disabilities
- Experienced in working one-to-one with high school students
- Comfortable around high school-aged youth

#### Qualities of Successful Classroom Assistants:

- Knowledge of the Ontario High School Curriculum
- Strong communication skills
- Understanding of adolescent needs and behaviour patterns
- Ability to work in an educational setting and at times to multi-task
- Commitment to a student-centered learning style
- Confidence with one's own strengths and a willingness to learn

#### Prerequisites:

- Current Police Record Check
- Willingness to receive training in adherence to YMCA values and local centre's policies and procedures
- Willingness to participate in the annual YMCA fundraising campaign called the YMCA Strong Kids Campaign

### Community Hours Coordinator

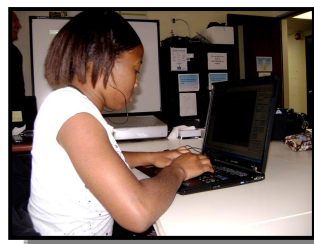
#### Major Duties:

- Network to investigate possible volunteer positions in the downtown community that would accept high school students fulfilling their community hours component of graduation
- Ensure placements are within the Ministry or Education and YMCA of the Greater Toronto Area guidelines
- Assist students with contacting placements
- Ensure students, parents and placement personal complete all appropriate paperwork

#### Qualifications:

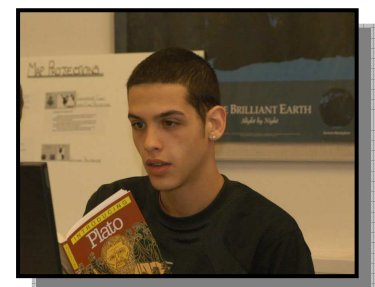
Preference will be given to individuals who have:

- Knowledge of community hour requirements for high school graduation
- Knowledge of downtown community
- Experienced in working with high school students
- Comfortable around high school-aged youth



#### Qualities of Successful Community Hours Coordinator:

- Knowledge of the Ontario High School graduation requirements
- Strong communication skills
- Understanding of adolescent needs and behaviour patterns
- Ability to work in an educational setting and at times to multi-task
- Commitment to a student-centered learning style
- Confidence with one's own strengths and a



#### Prerequisites:

- Current Police Record Check
- Willingness to receive training in adherence to YMCA values and local centre's policies and procedures
- Willingness to participate in the annual

## VOLUNTEER POSITIONS AT THE YMCA ACADEMY CONTINUED

### Guest Speaker

**Major Duties:**

- Share expertise on selected topics to a group of students
- Be available to answer questions and provide additional information
- Create presentation and provide resources to session participants

**Qualifications:**

- Strong communication and presentation skills
- Sensitivity in dealing with students from a variety of cultural and racial backgrounds
- Willingness to share knowledge and expertise
- Comfortable speaking in front of groups of people

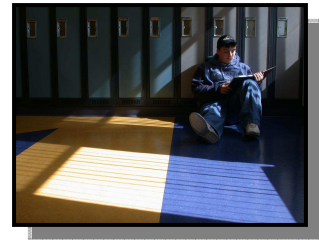
### Special Event Volunteer

**Major Duties:**

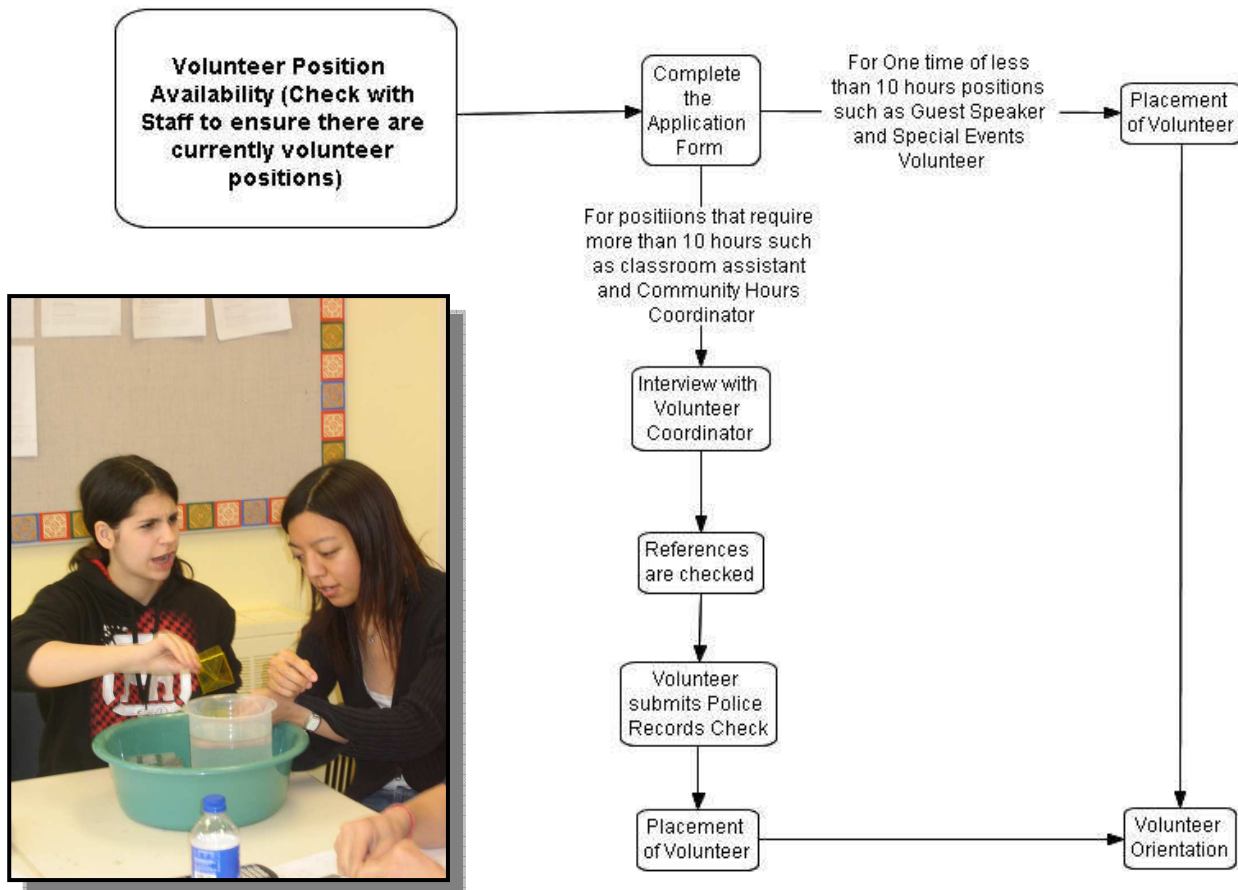
- Assist with set up, attendance, registration and many other aspects of a special event
- Opportunity to be part of organizing committee-event planning and management team
- Keep staff informed of developments and issues as they arise

**Qualifications:**

- Team player
- Good communication skills
- Demonstrated leadership ability as asset
- Previous experience in event management



## HOW DO I BECOME A VOLUNTEER?



**YMCA VOLUNTEER APPLICATION FORM**

**IN WHICH AREA(S) WOULD YOU LIKE TO VOLUNTEER:**

(Please check all that apply)

- Advisory
- Administration/Clerical
- Aquatics
- Camps
- Child Care
- Children's Programs and Services
- Employment Programs
- Fitness Programs
- International
- Lifestyle Programs
- Literacy Services
- Leadership Development
- Maintenance
- Member Services
- Newcomers to Canada Services
- Philanthropy
- Recreational Sports
- Special Events
- Youth Outreach
- Other \_\_\_\_\_



If you have any questions please contact our Call Centre at (416) 928-9622 or 1-800-223-8024 (if calling long distance).  
www.ymcautoronto.org

**PERSONAL INFORMATION**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
 Mr.  Mrs.  Miss  Ms.  Prof.  Rev.  Dr.  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ Prov. \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Work Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
 Cell ( \_\_\_\_\_ ) \_\_\_\_\_ Fax ( \_\_\_\_\_ ) \_\_\_\_\_  
 Email \_\_\_\_\_ Membership # \_\_\_\_\_ (IF APPLICABLE)  
 Emergency Contact Name \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_

**PLEASE LIST THREE REFERENCES**

Name \_\_\_\_\_  
 Position \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
 Name \_\_\_\_\_  
 Position \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
 Name \_\_\_\_\_  
 Position \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_

How did you find out about Volunteering at the YMCA?  
 \_\_\_\_\_  
 Why would you like to Volunteer at the YMCA?  
 \_\_\_\_\_  
 What relevant work or volunteer experience do you have?  
 \_\_\_\_\_  
 What relevant education, training and/or certification do you have?  
 \_\_\_\_\_

**FOR OFFICE USE ONLY**

Called \_\_\_\_\_  
 Interview Date \_\_\_\_\_  
 CRC Sent Date \_\_\_\_\_  
 CRC Approved Date \_\_\_\_\_  
 Reference Checked \_\_\_\_\_  
 Orientation  
 Sign Off \_\_\_\_\_  
 Operating Policies & Procedures  
 Sign Off \_\_\_\_\_  
 Placement  
 Primary Branch \_\_\_\_\_  
 Primary Program \_\_\_\_\_  
 Primary Department \_\_\_\_\_  
 Volunteer Type \_\_\_\_\_  
 Start Date \_\_\_\_\_  
 Primary Staff Contact \_\_\_\_\_

**AS A YMCA VOLUNTEER:**

- I am committed to supporting the YMCA Mission, Vision and Values  
 I understand that prior to commencing my volunteer activity at the YMCA:
  - I am required to provide the YMCA with a current Criminal Reference Check (CRC)
  - I will receive from the YMCA specific training for my volunteer role
  - I will be trained on the Operating Policies and Procedures for YMCA Volunteers
- I will become a YMCA voting member upon completing 25 hours per year for two consecutive years

I certify that the above information is true and complete to the best of my knowledge

Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_  
 (Required for volunteers under 18 years of age)

YMCAS-0046 Volunteer

Please return completed Application Form to  
**MAIL:** Reception c/o Volunteer Coordinator at The YMCA Academy (42 Charles St. East, 5th Floor).  
**EMAIL:** please e-mail any inquiries to [volunteering@ymcaacademy.org](mailto:volunteering@ymcaacademy.org)