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**Kids Group Volunteer***(Direct service - 2 to 4 positions)*

**Description**

Haven is the Gallatin Valley's non-profit serving survivors of domestic violence, sexual assault, stalking, and sex trafficking. Founded in 1979, Haven provides a 24-hour support line, emergency shelter, legal advocacy, counseling, and support groups for survivors of family violence. Haven also works towards prevention and education.

Kids Group Volunteers work with survivors’ children during events that Haven may host. The events range from house meetings, community yoga, self defense classes and more. This group does not include any form of therapy/counseling.

**Responsibilities**

**Kids Group**

* Provide onsite supervision to the children of Haven’s participants
* Track sign ups and sign ins at each Kids Group event
* Input Kids Group attendance into Haven’s database
* Ensure the safety and confidentiality of the children
* Ensure the environment is clean and safe
* Prepare, organize and set up activities (drawing, painting, playdough, etc.)
* Clean up activities when Kids Group is over and ensure all is in good repair
* Follow Haven’s protocol when interacting with residents and children
* Fill out incident reports as needed

**Training**

* Complete 15-20 hours of training with the following:
  + Meet with the Community Engagement Coordinator for an informational meeting prior to training
  + Attend one of Haven’s quarterly Volunteer and Internship Weekend Trainings
  + Participate in a minimum of 2 hours of training and shadow shifts with Survivor Advocates within the first month after attending the weekend Volunteer training. Additional shadow shifts are available as desired
  + Participate in ongoing training and/or meetings with Survivor Advocates as needed

**Hours**

* Volunteer at Haven’s Support Group on Thursdays from 5:30-7 pm
* Volunteer at Haven’s House Meetings on the third Tuesday of every month from 5-6 pm
* Other meetings and/or events that may occur. Advance notice will be given to ensure there are at least 2 Volunteers at each event
* Yoga on the occasional Tuesday at 5 pm

**Other**

* Check in with Survivor Advocates and/or other Haven staff as needed for support in maintaining self care and personal boundaries while providing direct service

**Physical Demand and Work Environment**

This position requires sitting, walking, navigating stairs, answering and dialing a phone, and talking one-on-one in close proximity in a usually quiet environment. Reasonable accommodations will be made to enable all individuals to perform the essential job functions.

**How to Apply**

* Submit the online Volunteer and Internship Application found at [havenmt.org/join-our-team](https://havenmt.org/join-our-team)