



Foster Grandparent Position Description



Purpose:

To connect the generations by providing volunteer service to improve our community through meaningful relationships with special or exceptional needs children. Foster Grandparents volunteer **15-40 hours** per week, tutoring or mentoring children to improve their intellectual thinking, social/emotional, motor and/or language development skills. Volunteers provide love, encouragement and companionship in a one-on-one setting in area pre-K's, elementary schools, day cares, and Head Start Programs.

Volunteers may engage in (but are not limited to) assisting children with activities to build skills such as:

Intellectual Thinking

Assist with problem solving, thinking, learning, perceiving, memory, understanding, math, word definition, comprehension, parenting, life skills, etc.

Social/Emotional Skills

Assist with friendship, fairness, loyalty, respect for authority, rules/regulations, self-esteem, depression, coping skills, controlling emotions, etc.

Motor Skills

Assist with cutting, drawing, tracing, coloring, writing, tying shoes, buttoning, crawling, balancing, walking, running, jumping, etc.

Language Development Skills

Assist with speech and oral language, phonetics, reading, vocabulary, spelling, English language acquisition, etc.

Qualifications:

Age 55 years or older, willing and able to volunteer with children an average of 15-40 hours per week and annual income falls within federally established guidelines. Must pass National Sex Offender Public Website and FBI background checks conducted by the Foster Grandparent Program (FGP).

Expectations:

Sincere interest in special or exceptional needs children. Provide supportive relationship and friendship. Provide love and encouragement. Volunteers serve as non-threatening adults who are good listeners, sensitive to children's feelings and needs, while offering guidance, fostering independence and providing stability. Must maintain confidentiality and provide emotional support and companionship on a one-on-one basis. Must be non-judgmental with regard to race, income, special needs, disabilities, religion, family status and/or background. Must be patient, kind and understanding as well as exhibit a warm and caring attitude. Be tactful and sensitive to feelings and reactions of others. Possess emotional maturity and demonstrate good judgment. Show initiative and ability to maintain written records and report to site promptly on a regular basis. Follow directions and accept supervision by site and program staff. Must cooperate and communicate with site, program staff, and Foster Grandparent Director regularly. Abide by site and program policies, procedures and regulations. Attend required orientation and in-service training. Dress in a neat, clean, professional manner.

Restrictions:

Volunteers do not serve as: paid staff, custodian, babysitter, supervisor, substitute teacher or disciplinarian. You shall not use corporal punishment or physical/verbal abuse toward a child. Refrain from giving gifts, food and money to children. Volunteers may not remain in charge of a classroom without supervision by site staff.



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Refrain from bringing guests to the volunteer site, unless written permission is obtained from the site and provided to the Foster Grandparent Program Director in advance of the visit. Refrain from taking children from the site unless accompanying them on field trips supervised by site staff. Refrain from correcting papers, making photocopies, preparing meals and cleaning up, unless children participate in these activities. Refrain from discussing personal religious beliefs, preaching, singing religious songs or praying aloud. Refrain from participating in religious education classes, prayer services, mass or religious retreats.

Roles and Sample Activities:

- Listening/Talking/Singing
- Walking
- Reading/Tutoring
- Feeding/Washing Hands/Eating
- Modeling appropriate behaviors and skills
- Encouraging socialization
- Playing games/Telling Stories
- Holding/Hugging child
- Assisting with learning activities and developmental therapy
- Helping to prevent/delay/lessen the effects of institutionalization
- Providing simulation and learning experiences
- Reinforcing lessons taught by teachers
- Helping child to follow directions and complete work
- Acting as a calming agent
- Helping child stay focused on task
- Clarifying/translating group instructions into individual instructions
- Encouraging and praising child
- Assisting in development of motor and learning skills
- Working on arts/crafts projects
- Accompaniment on field trips
- Providing intergenerational exposure

Rewards and Benefits:

Volunteers receive an **hourly stipend pay***, travel reimbursement, accident insurance, paid time-off, free daily meal at site and training (orientation and required monthly in-service trainings). Foster Grandparents receive hugs and kisses as well as unconditional love from the children they serve, socialization with others, feeling needed/useful and gaining a sense of accomplishment and heightened self-esteem. The impact a Foster Grandparent makes in the life of a child and in improving the community and future generations is priceless.

*The stipend is non-taxable, non-reportable income that **does not affect** eligibility for other programs and services.

Contact:

Brandi Barnette
Foster Grandparent Director
276-523-4202
Brandi.barnette@meoc.org

Why do you want to be a Foster Grandparent: _____

What site are you interested in volunteering at: _____

What kind of transportation do you plan to use: Personal car? _____ MEOC transit? _____

List memberships in clubs/organizations/volunteer experience: _____

List hobbies and special skills: _____

Are you a United States Veteran? **YES** **NO**

Branch of Service? _____

Languages spoken: _____

Do you have any criminal convictions (other than parking violations and juvenile offenses)?

Yes ___ No ___ If Yes, please describe: _____

Please list two character references (not relatives):

Name	Address	City	Phone
1. _____	_____	_____	_____
2. _____	_____	_____	_____

How did you hear about the Foster Grandparent Program?

Please Return to:

**Brandi Barnette
Mountain Empire Older Citizens, Inc.
Foster Grandparent Program Director
PO Box 888
Big Stone Gap, VA 24219
brandi.barnette@meoc.org
276-523-4202 ext 416**