

Roles & Responsibilities of the Volunteer

The Volunteer

1. Brings his/her talents and expertise to the classroom in order that the educational climate may be enriched
2. Remembers that a school program has specific goals and volunteers are there to assist the staff in accomplishing those goals
3. Respects the confidentiality of anything seen or heard (never gossips about in-school observations)
4. Remembers that the program functions best when all concerned have a share in its development (suggestions for improving the program and comments concerning the success of the program should be shared with the volunteer coordinator)
5. Assists, when asked to do so, in planning the volunteer program
6. Is a dependable and concerned person who feels that the time spent volunteering is a positive investment for the future of all our young people
7. Arrives and departs promptly as scheduled (the dependable volunteer keeps in mind that the teacher has planned for his/her arrival and is depending on him/her)
8. Reports a cancellation or change in plans promptly to the teacher or other designee
9. Remembers that it is the teacher who is responsible for the discipline of the class (the volunteer is there to supplement, not supplant, the teacher's work)
10. Helps in the program evaluation so that it may continue to benefit all concerned
11. Maintains an interest and takes pleasure in working with children and holds the belief that all children can learn