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Stack:
S

Row:
66

Section:
2

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1

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3

Gene -

I thought that this info.

might be more appropriate for your
files than for mine. If not, let's discuss
- 10/1



Community Service

Consolidated High School District 230

May 10, 1993

Dear Ms. Frucher,

A few weeks ago I called the White House when I heard the President speak about selecting his daughter's school. He had commented that one of the reasons they chose the school they did was that the school required each student to do community service. Our school district has spent two years planning and is currently implementing an excellent Community Service Program. I thought someone might be interested in our program. The White House said I should send the materials to you. I waited a few weeks to mail the material until our new Site Handbook was ready.

Enclosed is a copy of the proposal adopted by the board of education, a Site Directory, a Student/Parent Handbook, a Site Handbook, an agreement, a medical release form, an evaluation form, and several brochures. If you have any questions about our program please feel free to contact me. I think we have a very thorough program, and I am proud to share it with others. It is really exciting to see the enthusiasm from the community. They are excited to have the students and also need their help. As these students begin to have some hands on experience with volunteering and experience the rewards of giving I think we will develop much stronger communities. I hope this information will be of benefit to you.

Sincerely,

Mary S. Maxwell
Community Service Coordinator
A.A. Stagg High School

Madeline Gabry
Victor J. Andrew High School
9001 W. 171st Street
Tinley Park, IL 60477
708-532-7300
Fax 708-532-7383

John Flores
Carl Sandburg High School
13300 S. LaGrange Road
Orland Park, IL 60462
708-361-4600
Fax 708-361-9714

Mary Maxwell
Amos Alonzo Stagg High School
111th & Roberts Road
Palos Hills, IL 60465
708-974-3300
Fax 708-974-0803

Consolidated High School District 230

COMMUNITY SERVICE AGREEMENT

Please print or type neatly.

Student Name _____ I. D. # _____
Phone Number _____ School _____
Class of 19_____

Site/Project _____
Contact person _____ Phone _____
Responsibilities/duties for project: _____

Duration of project: From _____ To _____
Hours of Service: From _____ To _____
Day (s) of the week: _____

I, _____, have elected to complete _____ community service hours at the above listed site. I agree to abide by the regulations and policies of this site and Consolidated High School District 230 and to perform to the best of my ability the tasks specified in this agreement. I agree to call the site in advance if I am detained or have to be absent for any reason. Failure to do so may result in removal from this site.

_____ (site name) agrees to accept the services of the above listed student as specified in this agreement. We agree to provide meaningful tasks for this student to perform. In exchange for services rendered, this agency will train, supervise, and evaluate the student. We agree we will not ask/expect students to participate in activities that would be considered unsafe for the age and experience of the student. This is to acknowledge that we **(circle one)** do provide/do not provide comprehensive general liability insurance protecting the student when he is involved in the Community Service project.

I, _____, the parent or legal guardian of the above named student approve his participation at this site, and agree to lend support and encouragement to my student in the community service he will render to the site we have chosen. I accept responsibility for transportation to and from the site.

Student's signature Date

Site contact signature (s) Date

Parent's signature Date

Coordinator's signature Date

Project completion: (for office use only)

Date completed: _____
Student evaluation: _____

Site evaluation: _____
Number of hours earned: _____

District 230 Community Service
MEDICAL RELEASE

Directions: Complete entire form. Please type or print neatly.

Campus: (Circle One) Stagg Sandburg Andrew

Student Information

Student ID # _____

Graduation Year: (Circle One) 96 97 98 99

Last Name: _____ First Name: _____

Parent or Guardian Name: _____

Home Phone: _____ Parent/Guardian Work Phone: _____

Emergency Information

If parent/guardian is unavailable, please contact:

Name: _____ Phone: _____

Site Information

Name of Site: _____ Contact person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone: (_____) _____

The student above has my permission to be transported and treated by any doctor assigned by the service site in case of an emergency or accident.

Comments: _____

Parent/Guardian Signature

Date

1. Student/Parent copy

2. School copy

3. Site copy

District 230 Community Service
MEDICAL RELEASE

Directions: Complete entire form. Please type or print neatly.

Campus: (Circle One) Stagg Sandburg Andrew

Student Information

Student ID # _____

Graduation Year: (Circle One) 96 97 98 99

Last Name: _____ First Name: _____

Parent or Guardian Name: _____

Home Phone: _____ Parent/Guardian Work Phone: _____

Emergency Information

If parent/guardian is unavailable, please contact:

Name: _____ Phone: _____

Site Information

Name of Site: _____ Contact person: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone: (_____) _____ --- _____

The student above has my permission to be transported and treated by any doctor assigned by the service site in case of an emergency or accident.

Comments: _____

Parent/Guardian Signature

Date

1. Student/Parent copy

2. School copy

3. Site copy

STUDENT EVALUATION OF HIS COMMUNITY SERVICE EXPERIENCE

NAME: _____ ID# _____

SITE: _____

INSTRUCTIONS: The following list describes some possible features of your Community Service Experience. Please describe your particular experience by circling the appropriate number from 1 to 5.

1- never 2- once in a great while 3- sometimes 4- fairly often 5- very often

- | | | | | | |
|---|---|---|---|---|---|
| 1. I had enough work to keep me busy. | 1 | 2 | 3 | 4 | 5 |
| 2. What I did was interesting. | 1 | 2 | 3 | 4 | 5 |
| 3. I found my tasks challenging. | 1 | 2 | 3 | 4 | 5 |
| 4. I did things myself instead of just observing. | 1 | 2 | 3 | 4 | 5 |
| 5. I learned things that will help me in my future work or education. | 1 | 2 | 3 | 4 | 5 |
| 6. Adults at the agency took a personal interest in me. | 1 | 2 | 3 | 4 | 5 |
| 7. I had the freedom to develop and use my own ideas. | 1 | 2 | 3 | 4 | 5 |
| 8. I was appreciated when I did a good job. | 1 | 2 | 3 | 4 | 5 |
| 9. I discussed my experiences with my supervisor. | 1 | 2 | 3 | 4 | 5 |
| 10. I was given enough training to do my tasks. | 1 | 2 | 3 | 4 | 5 |
| 11. I was given age appropriate responsibilities. | 1 | 2 | 3 | 4 | 5 |
| 12. I was given clear directions. | 1 | 2 | 3 | 4 | 5 |
| 13. I was given a variety of tasks to do. | 1 | 2 | 3 | 4 | 5 |
| 14. My job was just busy work. | 1 | 2 | 3 | 4 | 5 |
| 15. I received help when I needed it | 1 | 2 | 3 | 4 | 5 |
| 16. I felt I was helping people and/or my community. | 1 | 2 | 3 | 4 | 5 |
| 17. I feel I did a good job. | 1 | 2 | 3 | 4 | 5 |

My overall rating of my Community Service experience at this site was:
 _____excellent _____ good _____ fair _____poor _____terrible

(TURN PAGE OVER TO FINISH WRITTEN PART OF EVALUATION)

WRITTEN PORTION OF COMMUNITY SERVICE EVALUATION
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1. Make any comments about questions from page one that you would like to expand on, such as the work load or work conditions.

2. Describe and give examples of the impact community service has made on you. How were you affected (positively and/or negatively) by the people and/or the site where you volunteered?

3. Describe and give examples of the impact you made on the site and the people with whom you worked. What have they learned from you?

4. Discuss the most important thing you learned.... about yourself.... about working with other people....about working in a service environment.

5. If you think service to others is important, will you volunteer your time again at some point in your life? Why or why not?

Community Service SITE DIRECTORY



Consolidated High School District 230

Victor J. Andrew High School
Carl Sandburg High School
Amos Alonzo Stagg High School

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ANIMAL SHELTERS

PAWS

183rd & 80th Avenue
Tinley Park, Illinois 60477

Projects:

check stock
clean/change cages
exercise animals
feeding/watering animals
general maintenance
greeters
light grooming
playing with animals

Special Projects:

aluminum drive

Minimum Age:

13

Dress Code:

no shorts, no sandals, work clothes,
non-slip shoes

Season:

all year

Time Needed:

Tuesday, Wednesday, Thursday (summer)
Weekly & Saturday (all year)

Training:

on the job

Minimum Service Hours: 24**Number of Hours Per Visit:** 2-4

CHURCHES

EPISCOPAL CHURCH OF THE TRANSFIGURATION

12219 South 86th Avenue

Palos Park, Illinois 60464

Projects:

day care

landscape care

Special Projects:

field trips

swimming supervision

Minimum Age: none

Dress Code: clean, casual

Season: all year

Time Needed: weekly

Training: none

Minimum Service Hours: 24 for day care/field trips/swimming

Number of Hours Per Visit: 2-4

FAITH LUTHERAN CHURCH

12642 South Massasoit

Palos Heights, Illinois 60463

Projects:

ecology/environmental clean up
clean up/special events
lawn care
light physical work
office/clerical

Special Projects:

Spring Clean up

Minimum Age: none

Dress Code: appropriate

Season: Fall, Spring, Summer

Time Needed: biweekly, monthly

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 2-4, 4-6

LUTHERAN CHURCH OF THE HOLY APOSTLE

91st Street & 82nd Avenue
Hickory Hills, Illinois 60457

Projects:

computer work
ecology/environmental clean up
lawn care
office/ clerical

Special Projects:

dinners - clean up
soup suppers(for World Hunger) March 3 -31

Minimum Age: none

Dress Code: none

Season: all year

Special Skills: typing for computer projects

Time Needed: weekly and during holiday breaks

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 2-4

MIDWEST CHRISTIAN
18500 92nd Avenue
Tinley Park, Illinois 60477

Projects:

child care
ecology
lawn care
messenger/delivery
office/clerical
physical work

Minimum Age: none
Dress Code: neat clean
Season: summer
Time Needed: weekly
Training: on the job
Minimum Service Hours: none
Number of Hours Per Visit: 1-2

MORaine VALLEY COMMUNITY CHURCH

8601 West 107th Street
Palos Hills, Illinois 60465

Projects:

arts/crafts
day camp counselor/helper - summer
helping an individual in need
lawn care - planting
music
office/clerical work
phone work/reception
physical work - janitorial/set up for special events
reading
teacher's aide
tutoring

Special Projects:

special dinners
Christmas craft night

Minimum Age: no limit
Dress Code: appropriate for task
Season: all year
Special Skills: none
Time Needed: weekday after school & evening/weekend daytime
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-2 , 2-4

PALOS PARK PRESBYTERIAN COMMUNITY CHURCH
12312 South 88th Avenue
Palos Park, Illinois 60464

Projects:

arts/crafts
child care
computer work
cooking/clean up/foodservice
day camp
helping an individual in need
helping handicapped children
lawn care
music program
office/clerical
phone work/reception
photography
physical work
reading/storytelling
usher/greeter

Minimum Age: none
Dress Code: neat, clean appropriate
Season: all year
Time Needed: daily, weekly, weekends, monthly
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-2, 2-4

SACRED HEART CATHOLIC CHURCH

8245 West 111th Street

Palos Hills, Illinois 60465

Projects:

aide in elementary school - helping not teaching
arts/crafts Monday or Thursdays
clean up classrooms
child care
cooking/clean up/food service - Saturday morning
classes, snack break and special projects
physical work - August preparing classes for new school
year, wash desks and distribute books
sign language - they have a deaf student

Special Projects:

help prepare classes before school starts

Minimum Age: none
Dress Code: appropriate dress
Season: all year
Time Needed: weekly, weekends
Training: none
Minimum Service Hours: 8-10
Numbers of Hours Per Visit: 1-2

STEWART RIDGE CONGREGATIONAL CHURCH
7939 West 167th Street
Tinley Park, Illinois 60477

Projects:

aide teacher/Bible School
arts/crafts
child care - during services
cooking - making peanut brittle
music/childrens choir

Special Projects:

Vacation Bible School (teacher aide)
Peanut Brittle/cooking project (November)

Minimum Age: none
Dress Code: appropriate dress
Season: all year
Time Needed: weekly
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 2-4

ST. ELIZABETH SETON CHURCH

9300 West 167th Street
Orland Hills, Illinois 60477

Projects:

serving food for the indigent at soup kitchens
delivering Christmas gifts to organizations
cleaning & painting for elderly in CHA housing

Minimum Age: 14

Dress Code: clean, casual (applicable to project)

Season: all year

Time Needed: weekends

Training: individual guidance based on project

Minimum Service Hours: none

Number of Hours Per Visit: 2-4, 4-6

Comments: these projects are done in groups

ST. JULIE BILLIART CATHOLIC CHURCH
7399 West 159th Street
Tinley Park, Illinois 60477

Projects:

arts/crafts
help handicapped adults
light yard work
office/clerical
teacher aide / Rainbow Program

Special Projects:

Parish mailings(before Holidays)

Minimum Age: none
Dress Code: appropriate dress
Season: all year
Time Needed: weekly
Training: 1 hour meeting
Minimum Service Hours: none
Number of Hours Per Visit: 2-4

ST. MICHAEL PARISH
14327 Highland Avenue
Orland Park, Illinois 60462

Projects:

arts/crafts
child care
computer work
hall monitors
lawn care
motivational speakers
music instruction
newsletter
office/clerical work
puppetry
set up for meetings
snow removal

Minimum Age: none
Dress Code: appropriate for project
Season: all year (depends on project)
Time Needed: daily, weekly, weekdays after school, weekends
(depends on project)
Training: on the job
Minimum Service Hours: 24
Number of Hours Per Visit: 1-2, 2-4 (depends on project)

TRINITY PARK CHRISTIAN CHURCH

16250 South 84th Avenue
Tinley Park, Illinois 60477

Projects:

child care
computer work
lawn care
office/clerical

Special Projects:

teacher's aide (Vacation Bible School)
outside maintenance
house painting (for senior citizens)

Minimum Age: none
Dress Code: appropriate for project
Season: all year
Time Needed: weekly
Training: on site
Minimum Service Hours: none
Number of Hours Per Visit: 2-3

TRINITY LUTHERAN CHURCH & SCHOOL

6850 West 159th Street
Tinley Park, Illinois 60477

Projects:

coaching
computer work
lawn care
office/clerical
teachers aide - Sunday School

Special Projects:

Summer Vacation Bible School - teachers aide

Minimum Age: none
Dress Code: appropriate
Season: all year
Time Needed: weekly
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-2, 2-4

ZION LUTHERAN CHURCH

17100 South 69th Avenue
Tinley Park, Illinois 60477

Projects:

arts/crafts
child care
day camp helper
lawn care
office/clerical
physical work

Special Projects:

Fat Day Celebration (Tuesday before Lent)

Minimum Age: 14
Dress Code: appropriate attire
Season: all year
Time Needed: daily, weekly, summer
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-2, 2-4

ENVIRONMENTAL

IRON OAKS

2453 Vollmer Road

Olympia Fields, Illinois 60461

Projects:

office/clerical
ecology/environmental clean up
physical garden work
carpentry

Special Projects:

Evergreen sale
Raccoon lunch

Minimum Age: none

Dress Code: none

Season: fall, spring, summer

Time Needed: daily

Training: provided

Minimum Service Hours: none

Number of Hours Per Visit: 1-2, 2-4



GOVERNMENTAL AGENCIES

OAK FOREST BUILDING DEPARTMENT

15440 South Central

Oak Forest, Illinois 60452

Projects:

office/clerical

Minimum Age: none

Dress Code: neat

Season: spring

Time Needed: weekdays after school

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 1.5 - 2

Comments: Possibly someone interested in architectural CADD.

ORLAND PARK AREA CHAMBER OF COMMERCE
8799 West 151st Street
Orland Park, Illinois 60462

Projects:

ecology/environment
labels/phone work
office/clerical

Special Projects:

Community EXPO
June Golf Outing (June 24)
Fashion Event (October 28)

Minimum Age:

Freshmen

Dress Code:

clean, casual
Fashion Event (formal)

Season:

all year

Time Needed:

daily, weekends day & evening

Training:

none

Minimum Service Hours: none

Number of Hours Per Visit: 1-2, 2-4

PALOS HILLS COMMUNITY RESOURCE DEPARTMENT

8455 West 103rd Street
Palos Hills, Illinois 60465

Projects:

cooking/clean up/food service
ecology/environmental clean up
helping senior citizens
lawn care - for seniors
office/clerical
phone work /reception

Minimum Age: none
Dress Code: appropriate
Season: all year
Time Needed: weekly
Training: depends on project
Minimum Service Hours: none
Number of Hours Per Visit: 1-2

TINLEY PARK POLICE DEPARTMENT

17355 South 68th Court
Tinley Park, Illinois 60477

Projects:

office/clerical
computer work

Special Projects

helping with Neighborhood Watch Newsletter
(monthly project)

Minimum Age: none

Dress Code: neat - no jeans, no concert T-shirts

Season: all year

Time Needed: weekly

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 2-4

VILLAGE OF TINLEY PARK
16250 South Oak Park Avenue
Tinley Park, Illinois 60477

Public Works Department

Projects:

clean up
lawn care
office/clerical

Special Projects:

food distribution (July)

Minimum Age: none

Dress Code: neat

Season: all year

Time Needed: weekly, weekend days

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 2-4

HOSPITALS

INGALLS MEMORIAL HOSPITAL

One Ingalls Drive
Harvey, Illinois 60426

Projects:

bulk mailings
child care
computer work
cooking/cleaning/foodservice
helping one on one
messenger/delivery
office/clerical
phone work/reception
reading
usher/greeter

Minimum Age: 14

Dress Code: uniform shirt provided, black pants or skirt

Season: all year

Time Needed: weekday after school, weekends

Training: 4 hours

Minimum Service Hours: 24

Number of Hours Per Visit: 2-4, 4-6

Comments: application & interview required, meal ticket provided
worth \$3, 7 p.m. is the latest any student can stay

LITTLE COMPANY OF MARY HOSPITAL

2800 West 95th Street
Evergreen Park, Illinois 60642

Projects:

adult day care
arts/crafts cart
cared depot
discharging patients
doctors' lounge reception
gift cart
helping in surgical waiting
office/clerical
one day surgery
visitor reception

Minimum Age: 14

Dress Code: girls - white slacks, white shirt, white shoes
boys - slacks, white shoes
both wear smocks or tunics, no earrings

Season: all year

Time Needed: weekday after school, Saturday, Summer - days
between 8 a.m. - 6 p.m.

Training: 8 hours

Minimum Service Hours: 24

Number of Hours Per Visit: 1-2

Comments: All volunteers are finished for the day at 6 p.m.

Students work in a team. Receive a ticket for a free pop every time they volunteer. TB shot required

OAK FOREST HOSPITAL

15900 South Cicero

Oak Forest, Illinois 60452

Projects:

arts/crafts
games
helping handicapped adults
language interpreter
office/clerical
phone work/reception
reading

Minimum Age: 14

Dress Code: clean, neat, jeans O.K.

Season: all year

Time Needed: weekends day & evening

Training: orientation

Minimum Service Hours: none

Number of Hours Per Visit: 2-4

PALOS COMMUNITY HOSPITAL

12251 South 80th Avenue

Palos Heights, Illinois 60463

Projects:

office/clerical
messenger/deliver
nurses aide - assisting at nurse's station/radiology
patient transport

Minimum Age: none

Dress Code: students will have to purchase a uniform.
\$8.00 for girls and \$15.00 for boys.
white pants, shirt and white soft soled shoes.

Season: all year

Time Needed: weekday after school and evenings - weekend
daytime and evenings

Training: 2 1/2 hours, plus on the job training by supervisor

Minimum Service Hours: 50

Number of Hours Per Visit: 2-4 weekly

Comments: This service site is for those students seriously
interested in Community Service who are willing to put in the extra
hours required by the hospital.

ST. FRANCIS HOSPITAL & HEALTH CARE

12935 South Gregory
Blue Island, Illinois 60406

Projects:

arts/crafts
child care - in the process of developing a program for
 parents visiting patients
cooking/clean up/food service
food packaging
language interpreter
messenger/delivery
office/clerical
phone work/reception
photography
puppetry
reading to children
recording for blind
usher/greeter

Special Projects:

Mission awareness
Thanksgiving dinner for the Homeless
Breakfast with the Easter Bunny
Christmas Party

Minimum Age: 14

Dress Code: white with volunteer smock (girls)
black with volunteer smock (boys)

Season: all year

Time Needed: daily, after school & evenings, students will
be out by 9:00 p.m.

Training: 4 hrs. (general)
8 hrs. (to work with patients)

Minimum Service Hours: 24

Number of Hours Per Visit: 1-2, 2-4

Comments: A meal is provided for those students working more than
six hours. Students working with patients must have had a TB test
within the last year. Immunization records must be sent from school.
Students may get with a group to do their Community Service.

LIBRARIES

MOKENA COMMUNITY PUBLIC LIBRARY DISTRICT

11327 West 195th Street

Mokena, Illinois 60448

Projects:

arts/crafts
assisting elderly
filing
office/clerical
reading to children

Special Projects:

Easter Egg Hunt
Halloween
National Library Week
Trim the Tree Party
Valentine Craft Day

Minimum Age: none

Dress Code: neat

Season: all year

Time Needed: daily after school, weekend days

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 1-2

Comments: Lincolnway students have priority.

ORLAND PARK PUBLIC LIBRARY

14760 Park Lane

Orland Park, Illinois 60462

Projects:

arts/crafts

clerical

shelving library material

Minimum Age: none

Dress Code: clean, no slogans on shirts

Season: all year

Time Needed: weekly

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 2 - 4

PALOS HEIGHTS PUBLIC LIBRARY

12501 South 71st Avenue
Palos Heights, Illinois 60463

Projects:

arts/crafts
computer supervision
displays
ecology
office
physical work/move books
puppetry
reception

Minimum Age: none
Dress Code: clean casual / no shorts
Season: all year
Time Needed: weekly
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-4

Comments: summer need is greater

TINLEY PARK PUBLIC LIBRARY

17101 South 71st Avenue
Tinley Park, Illinois 60477

Projects:

after school help/tutoring
arts/crafts
children story time
computer work
maintenance
office/clerical
puppetry
shelving
sorting/filing/organization
text services

Special Projects:

Book Sales (March & September)

Minimum Age: none

Dress Code: neat, clean - appropriate for working with public

Season: all year

Time Needed: daily, weekly, monthly

Training: on the job

Minimum Service Hours: some projects require 24

Number of Hours Per Visit: 1-2, 2-4

WORTH PUBLIC LIBRARY

6917 West 111th Street

Worth, Illinois 60482

Projects:

arts/crafts
assist children
clerical
displays/create-setup

Special Projects:

aiding blind
children's summer programs
Holiday shows/decorations
sign language

Minimum Age: none
Dress Code: neat, no tee's, no flip flops
Season: all year
Time Needed: weekly
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-4

NURSING HOMES

AMERICANA NURSING HOME

7850 College Drive

Palos Heights, Illinois 60463

Projects:

arts, crafts program
clerical
companion/talking
help pass water/snacks/etc.
helping handicapped - transport wheelchairs
music - singing/teaching/programs
reading

Minimum Age: none

Dress Code no jeans (unless very neat), no shorts or short skirts

Season: all year

Time Needed: daily, weekends day and evening

Training: none

Minimum Service Hours: none

Numbers of Hours Per Visit: 1-2

CHICAGO RIDGE NURSING CENTER

10602 Southwest Highway
Chicago Ridge, Illinois 60415

Projects:

adopting a "special friend"
arts/crafts
cooking/clean up/food service
help with outings - go with on field trips
helping an individual in need/ pass out water, snacks
helping handicapped - transport in wheel chairs
language interpreter - Spanish, polish, German,
Lithuanian, Philippine
music program - teaching and presenting
reading
recording for the blind
seamstress
visiting/talking

Special Projects:

Christmas Bazaar
Holiday activities

Minimum Age: none
Dress Code: no spandex, or shirts with inappropriate printing
Season: all year
Time Needed: weekday after school/ weekend day or evening
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-2 , 2-4
Comments: There are a lot of different activities that come up
during the year.

CONCORD EXTENDED CARE

9401 South Ridgeland

Oak Lawn, Illinois 60453

Projects:

arts/crafts
companion/visitor
helping in recreation programs
music programs
pass out snacks/water
reading

Special Projects:

holiday decorating
monthly theme parties

Minimum Age: none

Dress Code: neat

Season: all year

Time Needed: Monday, Wednesday, Friday after school
weekend day or evening

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 1-2, 2-4

Comments: Students who want to volunteer at Concord need to be outgoing and friendly.

MC ALLISTER NURSING HOME

18300 Lavergne Avenue
Tinley Park, Illinois 60477

Projects:

arts/crafts
correspondence
displays/setup
exercise class
games
general office
individual attention
music/singing
reading
transport patients within home

Special Projects:

Birthday Parties
Field Trips
Picnics (summer)
Theme Parties (monthly)

Minimum Age: none
Dress Code: neat, clean, no short skirts, no large hoop earrings
Season: all year
Time Needed: daily, weekly, weekday after school, weekends
Training: on site
Minimum Service Hours: none
Number of Hours Per Visit: 1-2, 2-4

MERCY HEALTHCARE & REHABILITATION CENTER

19000 Halsted

Homewood, Illinois 60430

Projects:

arts/crafts program
general helping
helping handicapped adults (transport to activities)
one on one companion
reading

Special Projects:

Adopt a resident
Holiday decorating
Valentine party

Minimum Age: none

Dress Code: neat, clean

Season: all year

Time Needed: daily

Training: 2 hours

Minimum Service Hours: none

Number of Hours Per Visit: 1-2

PEACE MEMORIAL HOME
10124 South Kedzie
Evergreen Park, Illinois 60642

Projects:

arts/crafts
assist Activity Staff
music (piano, organ)
newsletter
office/clerical
reading mail
reception/phone work
sing-a-long
transport to activities
write return letters

Minimum Age: none
Dress Code: no caps, no T-shirts
Season: all year
Time Needed: daily, weekly, weekdays after school, weekends
Training: on the job
Minimum Service Hours: none
Number of Hours Per Visit: 1-2, 2-4
Comments: Volunteers only allowed in building when Activities Staff Member are present.

REST HAVEN CENTRAL NURSING HOME

13259 South Central

Palos Heights, Illinois 60463

Projects:

art program (days during summer)
arts/crafts
companion /talking
cooking/clean up/food service
helping an individual read - mail, etc.
music program
office/clerical
wheelchair patients for walks
writing letters

Special Projects:

Holiday decorating

Minimum Age: none

Dress Code: appropriate

Season: all year

Time Needed: weekly

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 1-2

WINDSOR MANOR NURSING HOME

10426 Roberts Road

Palos Hills, Illinois 60465

Projects:

art projects
assisting handicapped adults - games, activities, field
trips, wheeling to dinner etc.
cooking
individual needs/writing letters, reading mail etc.
kitchen clean up
lawn care
music programs (teach and present)
puppetry
serve meals
tutoring adults

Special Projects:

baking (cookies and cakes)
woodworking (putting together dollhouses)

Minimum Age:

none

Dress Code:

appropriate for being with elderly

Season:

all year

Time Needed:

everyday / the same student does not need to
come everyday

Training:

none

Minimum Service Hours:

none

Number of Hours Per Visit:

2-4



RECREATION FACILITIES

HICKORY HILLS PARK DISTRICT

8047 West 91st Place

Hickory Hills, Illinois 60457

Krueger Park

Kasey Meadow Park

Projects:

coaching
day camp counselor - aide
photography

Special Projects:

Christmas
Easter Egg Hunt
Halloween
Thanksgiving - turkey shot

Minimum Age:

none

Dress Code:

casual - no tube tops

Season:

all year

Time Needed:

monthly

Training:

none

Minimum Service Hours:

none

Number of Hours Per Visit:

1-2, 2-4

I & M CANAL

Columbia Woods

Willow Springs, Illinois

This project is based on the history of the Illinois & Michigan Canal. This event will take place September 11th and 12th, 1993. This will be the fourth year of the production. Event is based upon pioneer times.

Suggested Interest:

History

Drama

Home Economics

OAK FOREST PARK DISTRICT

15601 South Central

Oak Forest, Illinois 60452

Projects:

basketball camp/assist coach

child care after day camp

day camp helper/aide

Minimum Age: none

Dress Code: appropriate

Season: summer

Time Needed: daily

Training: none

Minimum Service Hours: none

Number of Hours Per Visit: 1-2, 2-4, 4-6, 6-8

ORLAND HILLS RECREATION DEPARTMENT

16801 South 94th Avenue
Orland Hills, Illinois 60477

Projects:

building dept. (assist in field inspection)
day camp
ecology
munchkin mini camp
office help (summer)
sand volleyball league
T-ball program
tree inventory

Special Projects:

Bike Rodeo (July)
Fantastic Fridays (8hrs. & training day before trip)
Kelly Park Festival (June or July)
Registration (Saturday, May 22)
Summer Theater

Minimum Age: none

Dress Code: neat, appropriate

Season: all year

Time Needed: daily, weekly, monthly

Training: certain projects

Minimum Service Hours: none

Number of Hours Per Visit: 1-2, 2-4

Comments: for the Building Dept. would like someone interested in drafting/electronics, etc.

ORLAND PARK RECREATION AND PARKS DEPARTMENT

14650 Ravinia Avenue
Orland Park, Illinois 60462

Projects:

Arbor Day planting
arts/crafts
coaching
day care
ecology/clean up
helping handicapped children/adults
music programs
phone work
photography
puppetry
reading
sign language
usher/greeter

Special Projects:

Family Day Celebration (July)

Minimum Age: none
Dress Code: appropriate for project
Season: all year
Time Needed: daily
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-2, 2-4, 4-6, 6-8

Orland Park

NAME OF PROGRAM	SEASON	NUMBER of Students
T-ball	Spring	4
Tournaments at JHC/Centennial	Summer	8
Concerts at FLC	Year round	4
Dances at FLC	Year round	8
Pioneer Cheerleading	Summer/Fall	16
Asst. Cheerleading Instructors	Fall/Wint/Spring	3
Day Camp Jr. Counselors	Summer	10
Assistant Program Instructors	Year round	Number varies according to demand
Assisting with Inclusion Part.	Year round	Number varies according to demand
Teen Committee Members	Year round	12
Special Events	Year round	75 to 100
Special Projects as needed	Year round	Number varies depending on project
After School Pals	Year round	8
Playskool Special Days	Fall/Wint/Spring	10
Holiday Craft Programs	Winter/Spring	4
Safety Town	Summer	8
Summer Concerts	Summer	4
Kinderlot	Summer	12
Santa's Christmas Party	Winter	8
Date Night Delight	Winter	8
Diaper Derby	Spring	8
Battle of the Bands	Summer	8
Sidewalk Art Contest	Summer	8
Little Miss Fashion Show	Spring	8
Big Wheel Rally	Summer	8
Fourth of July	Summer	12
Summer Kick Off	Summer	8
Program Information Office	Year round	22
15 to 20 persons needed for the Special Recreation Programs. These programs are:		
Day Camp		
Special Olympics Training		
Time to Spare Bowling		
Fitness and Recreation		
Special Olympics Track and Field Meet		
Bumper Bowling		
Fun Factory		
Indoor Soccer		
Friday Night Socials		
Challenger Little League		
Motor Mites		
Bike Club		
Teen Club		
<u>Possible Additions</u>		
Parks department - ecology corp.	fall/spring/summer	12
Teen event workers	Year round	12 to 24

PALOS HEIGHTS RECREATION DEPARTMENT

6601 West 127th Street

Palos Heights, Illinois 60463

Projects:

arts/crafts
child care
coaching
day camp counselor/helper
ecology/environment clean up
office/clerical
physical work

Special Projects:

4th of July celebration
5 - K Race
Arbor Day

Minimum Age: none
Dress Code: appropriate for activity
Season: all year
Time Needed: daily
Training: depends on project
Minimum Service Hours: none
Number of Hours Per Visit: 2-4

PALOS HILLS PARK DEPARTMENT
8455 West 103rd Street
Palos Hills, Illinois 60465

Projects:

arts/crafts
child care
day camp counselor/helper
ecology
lawn care
office clerical

Special Projects:

Easter Egg Hunt

Minimum Age: none
Dress Code: appropriate
Season: all year
Time Needed: weekly
Training: depends of project
Minimum Service Hours: 8 - 10
Number of Hours Per Visit: 1-2, 2-4

PALOS PARK RECREATION DEPARTMENT

8901 West 123rd Street
Palos Park, Illinois 60464

Projects:

arts/crafts
child care
coaching
ecology/environment clean up
lawn care
music program
office/clerical
phone work/reception
physical work
referee
score keeping

Special Projects:

Easter Egg Hunt
Halloween Party
Spelling Bee

Minimum Age: none
Dress Code: none - except referee, umpire
Season: all year
Time Needed: daily, weekly, weekends
Training: job specific
Minimum Service Hours: none
Number of Hours Per Visit: 1-2/2-4

TINLEY PARK PARK DISTRICT

16801 South 80th Avenue

Tinley Park, Illinois 60477

Projects:

arts/crafts
coaching
day camp counselor/helper
office/clerical
sports camp
sports/recreation aide

Special Projects:

4th of July Celebration
Baseball Card Show
Car Show
Easter Egg Hunt
Home Run Hitting Contest
Oktoberfest 5k Run
Thanksgiving Turkey Shoot

Minimum Age: none

Dress Code: appropriate

Season: all year

Time Needed: daily, weekly

Training: on job

Minimum Service Hours: none

Number of Hours Per Visit: 1-2, 2-4

Comments: Students must make a commitment - not for every day, but for a regular schedule i.e. every Tuesday, or every Monday & Wednesday, etc.



RETIREMENT CENTERS

BREMENTOWNE MANOR

16130 South Oak Park Avenue

Tinley Park, Illinois 60477

Projects:

ceramics
coffee time
gardening
grocery shopping
help elderly to straighten room
involvement/companionship with residents
music
reading to residents
walking with elderly in good weather

Minimum Age: none

Dress Code: neat, clean

Season: all year

Time Needed: daily, weekly, monthly

Training: on the job

Minimum Service Hours: none

Number of Hours Per Visit: 1-2, 2-4

PEACE MEMORIAL VILLAGE

10300 Village Circle Drive
Palos Park, Illinois 60464

Projects:

arts/crafts
cooking/clean up/food service
ecology/environmental clean up
lawn care
music programs
office/clerical
one on one visiting/companion
phone work reception
planting

Special Projects:

Holiday decorating
Spring planting

Minimum Age: none

Dress Code: clean, neat

Season: all year

Time Needed: daily

Training: orientation

Minimum Service Hours: none with general, 24 with companion

Number of Hours Per Visit: 2-4

TINLEY COURT RETIREMENT COMMUNITY

16301 Bremontowne Drive

Tinley Park, Illinois 60477

Projects:

arts/crafts
cooking/cleanup food service
ecology/lawn care
library set up
music
office/clerical
phone/reception
reading to residents who have vision problems
table service

Special Projects:

Birthday Parties (monthly)
Ice Cream Social
Movies
Weekend exercise

Minimum Age: none
Dress Code: neat clean
Season: all year
Time Needed: daily, weekly, weekends, monthly
Training: none
Minimum Service Hours: none
Number of Hours Per Visit: 1-2, 2-4