



Volunteer Opportunity Description

Position Overview	The Hands-On Project Team Leader will assist staff in developing and implementing hands-on activities (i.e. dances, facility renovation projects, and other one-time events) that both directly and indirectly benefit program participants.
Position Title	Hands-On Project Team Leader
Position Type	Non-paid Internship/Volunteer
Key Responsibilities	<ul style="list-style-type: none"> ▪ Organize a group of 3+ volunteers to participate in one-time activities ▪ Coordinate details of activities with staff to ensure successful participation and completion ▪ Attend planned activities and lead volunteers in designated tasks
Initial Impact	Assisting staff with the planning and execution of one-time activities
Sustained Outcomes	As a Hands-On Project Team Leader at The Arc of San Diego, you will help strengthen our programs and services through the successful completion of one-time events.
Support	Hands-On Project Team Leaders receive supervision from staff and area directors including constructive feedback and evaluation. The Volunteer Coordinator is available during business hours to answer questions and provide suggestions.
Commitment	This is a one-time commitment.
Length of Time	One day
Amount of Time	TBD
Specific Schedule	TBD (Days and Hours to be scheduled according to facility/staff availability)
Location	TBD (Location to depend on project type and site needs)
Qualifications	<p>Knowledge and/or experience leading one-time volunteer opportunities is preferred but not required. Candidates should have the following characteristics:</p> <ul style="list-style-type: none"> ▪ Creative ▪ Dependable ▪ Friendly ▪ Flexible/Adaptable ▪ Organized ▪ Punctual ▪ Energetic
Skills	Candidates will demonstrate the ability to coordinate and implement meaningful and appropriate activities for the benefit of individuals with developmental disabilities.
Benefits	<p>This opportunity is beneficial because:</p> <ul style="list-style-type: none"> ▪ You will enrich the lives of individuals with developmental disabilities ▪ You will build leadership experience ▪ You will make a significant and measurable impact in your community

For more information, please contact Marketing & Community Outreach Coordinator, Alba Sanchez @ 619-795-4187 or email asanchez@arc-sd.com