



Volunteer Position Description - Classroom

Responsibilities:

- Reading
- Playing games
- Sitting with children during lunch
- Helping with field trips and transporting kids
- Baby Rockers
- Nap Time
- Playing in the motor room or outside activities

Report to:

- Classroom Aides / Teacher Assistants
- Teacher of classroom
- Education Managers

Time Commitment:

- Flexible

Qualifications:

- One time a month or less – Must fill out an application or orientation but NOT required to complete DCFS background check or provide health screening documentation.
- More than one time a month – Must complete the application, DCFS background check and provide health screening documentation. They must also complete a volunteer orientation.
- Fill out Heartland Head Start Volunteer In-kind Time Tracking Form

Please contact Alton Shelvin (Program Operations Manager) at 309-662-4880 or a.shelvin@heartlandheadstart.org to start the process and ask questions.