



Position Title: Book Club and Movie Day Volunteer **Number of Positions Available:** 1

Purpose: Connect with and support clients participating in Recreation programs at Cleveland Sight Center.

Location: The Cleveland Sight Center, 1909 E. 101st Street, Cleveland

Key Responsibilities:

- Assist with set up of programs (may include arranging room, making coffee, or setting out supplies/materials).
- Organize and support client lunch orders.
- Participate in programs during planned activities and serve snacks and drinks during programming.
- Socialize with clients and provide assistance or support if needed.
- Assist with sighted guide before, during, and immediately following planned activities.
- Connect with Cleveland Sight Center Social Recreation Liaison staff to communicate client requests, challenges, and successes.
- Other duties as assigned.

Qualifications:

- Excellent interpersonal skills.
- Ability to act autonomously and problem solve.
- Interest in and past experience with participating in interactive clubs or activities.
- Successful completion of a background investigation.

Commitment:

2nd and 4th Tuesday Monthly
Activities Scheduled from 12pm-3pm
Volunteer Support Requested 11:45am-2pm

Age Requirement: 16+

Dress Code: Business Casual

Training:

- Volunteer Orientation at Cleveland Sight Center

Volunteer Signature: _____

Volunteer Manager Signature: _____