

Connect

Michigan



It's A Great Feeling!

1-800-VOLUNTEER

Connecting Michigan: A Guide To Volunteer Service



Published by the Michigan Community Service Commission as part of the ConnectMichigan Campaign for Volunteerism. Printing costs were paid through state funds at .64 cents per copy.



STATE OF MICHIGAN



JOHN ENGLER, Governor

MICHIGAN COMMUNITY SERVICE COMMISSION

Chairperson
Michelle Engler

Executive Director
Kyle Caidwell

111 S. Capitol Ave.
George W. Romney Bldg., 4th Floor
Lansing, Michigan 48913
Telephone (517) 335-4295
FAX (517) 373-4977

September 1998

Dear Friend in Service:

Thank you for your interest in ConnectMichigan, a new statewide campaign to promote volunteerism as a way of involving individuals in their communities. ConnectMichigan was announced at the 1997 launch of America's Promise, an initiative led by General Colin Powell to link youth to adults in their community. Reflecting ConnectMichigan's goal of communication and connection, the initiative is sponsored by some of our state's leading volunteer organizations -- the Michigan Community Service Commission, the Volunteer Centers of Michigan and the Michigan Nonprofit Association. ConnectMichigan is also affiliated with Connect America, a national campaign sponsored by the Points of Light Foundation.

Michigan's long tradition of volunteerism and service proves that problems can be solved by people helping people through individual action. This tradition continues to thrive and is becoming an even larger presence in strengthening our neighborhoods and communities. *Connecting Michigan: A Guide To Volunteer Service*, will help give our citizens even more of the information and resources they need in their efforts to reach out to others.

Thank you again for your interest in and commitment to volunteer service. Together, our volunteer efforts can and do make a real difference in the lives of those around us.

Sincerely,

Michelle Engler



Introducing You To ConnectMichigan

Why Volunteer?

So you've been thinking about volunteering? After all, one can hardly turn on the television or radio or open a paper and not hear about the good that is being accomplished by volunteers and about the real needs they meet. But what does it mean to volunteer?

- **How do you get started?**
- **What is the right volunteer opportunity for you?**
- **How much time does it take?**
- **What will the organization expect from you?**
- **What should you expect from them?**

These are all very good and valid questions. *Connecting Michigan: A Guide to Volunteer Service* has been created as a tool and guide for answering these and other volunteer-related questions and is part of the **ConnectMichigan** initiative to promote volunteerism. As you read through this booklet, we encourage you to think about your previous volunteer experience, your knowledge of your surrounding community, and local volunteer resources, as this will surely help determine what the right volunteer opportunity is for you.

Michigan's Volunteer Network

Michigan has a tremendous network of:

- **volunteer centers**
- **nonprofit organizations**
- **foundations**
- **grassroots organizations**
- **higher education institutions**
- **religious organizations**
- **youth service organizations**
- **national service programs**
- **schools**
- **corporate volunteer programs**
- **service clubs**
- **senior citizen organizations**
- **human service organizations**

This network provides invaluable resources to individuals interested in volunteering, including a multitude of volunteer opportunities, training, guidance and supervision, recognition opportunities, and much more. In addition to this tremendous network and the resources it provides, Michigan is also home to several unique volunteer initiatives.



New Volunteer Initiatives

One of the newest initiatives is **Michigan's Promise**. **Michigan's Promise** is a statewide initiative designed to support the goals of the national America's Promise initiative. **America's Promise** began in Philadelphia in April of 1997 at the Presidents' Summit For America's Future. America's Promise is a nonprofit organization dedicated to making sure that youth have access to five fundamental resources:

1. *an ongoing relationship with a caring adult*
2. *access to safe places to learn and grow*
3. *a healthy start*
4. *a marketable skill*
5. *an opportunity to give back through service*

Michigan's Promise

Michigan's Promise is the state's response to the national America's Promise effort. It seeks to make our streets safer, our children healthier and our communities better. Launched in October of 1997 in Lansing; **Michigan's Promise** is a three-year campaign to ensure that Michigan's children have access to the five fundamental resources. **Michigan's Promise** intends to mobilize thousands of citizens and organizations from all sectors to engage them in providing Michigan's youth with essential resources to become healthy and productive adults.

Throughout the state, communities have risen to the challenge of America's Promise and pledged to become **Communities of Promise** by making a commitment to provide the five fundamental resources to the community's youth. **Michigan's Promise** is just one of the ways individuals can work together to "ConnectMichigan" through volunteer service.

Volunteerism Is For Everyone!

With the right information, resources, and support, everyone, regardless of age, can find the right volunteer opportunity. *We wish you success as you begin your volunteer journey and offer you the continued support and resources that this booklet, the state's network of volunteer centers, and the **ConnectMichigan** initiative provide.*



Table of Contents

Section One: Why Should You Volunteer?	1
Why Volunteer?	2
Volunteering is Easy and Fun	2
Volunteering is a Learning Experience	3
Volunteering Benefits Your Community	3
Volunteering is Beneficial to You Personally	3
Section Two: Are You Ready To Volunteer?	4
What Do You Want From Volunteering?	5
How Much Time Do You Have?	5
Do You Want To Volunteer as an Individual or with a Group?	5
Volunteering As A Family	6
What Are My Volunteer Options?	7
What Issues Appeal to You?	7
Which Volunteer Opportunity Will It Be?	7
How Much Time Can You Spend?	7
What Types of Volunteer Opportunities Are There?	8-9
Where To Look For Volunteer Opportunities	10
Summing It All Up	11
Section Three: Selecting the Right Volunteer Experience	12
Securing A Volunteer Opportunity	13
Ask the Right Questions	13
Paying a Visit	14
Creating Your Own Project	14
One Day Events and Activities	15
Volunteer Expectations of Agencies	16
Agency Expectations of Volunteers	17
Section Four: Statewide and Local Resources	18
Nonprofit Organizations That Need Volunteers	19
Volunteer Centers of Michigan	20-21
Volunteer Publications List	22-23

SECTION ONE:

Why Should You Volunteer?

The benefits of volunteering are visible throughout the state of Michigan. Because of volunteer efforts, individuals improve their literacy skills, the quality of life for homebound elderly has improved, children involved in mentoring programs are doing better in school, and river trails, parks and highways are cleaner, among others.

"Give what you can, in whatever way you can, to make a difference in your community." (Tolly Stiffler, Heart of West Michigan United Way, Volunteer Center Director, Grand Rapids)

Why Volunteer?

In 1997, 1,603 Michigan volunteers helped the Food Bank Council of Michigan provide 46 million meals through 12 member food banks and 2,544 local agencies, to families in need.

The Boys and Girls Club of Bay County, Inc. involve 150-200 kids per day in their summer programs that include a reading hour, computer time, health and physical education, arts and crafts and more. Without volunteers to help make this possible, the children would get less personal attention and might not receive critical skill development.

The Retired and Senior Volunteer Program of Delta, Menominee and Schoolcraft counties utilize their 400 senior volunteers to assist with long-term care in nursing homes, respite care, transportation, literacy in schools, adult education and intergenerational projects.

So why volunteer? *That's why.*

Volunteering is easy and fun!

- Flexible time commitment.
- Learn new skills.
- Meet new people.
- There's something for everyone.

Many agencies will work with your schedule to make your volunteer experience both beneficial and fun! You know better than anyone the type of volunteer experience you want to have. Choose to do things you enjoy. You may choose to serve as a museum docent, volunteer with a local children's theater group, or be a volunteer at a local parade.

If you have a stressful job and you would like to volunteer at something that is light, a community theater might be a good place to volunteer. If, on the other hand, you have a special skill that you just don't get to use often enough, find the organization that could use that service. If you know a foreign language, you might want to contact a local agency that works with refugees and immigrants. Or if you have carpentry or electrical skills for example, the local Habitat for Humanity could probably put those valuable skills to use.



Volunteering is a learning experience!

- You will learn new skills.
- You can build your marketable skills.
- You will learn about your community.

You might discover hidden talents when you volunteer. You will challenge yourself in new and exciting ways. If you work indoors all day, you might want to do something outdoors. Adopt a Part of Michigan offers outdoor volunteer opportunities through Adopt A Highway, Adopt A Forest and Adopt A Park. You might also consider volunteering at the local university greenhouses or gardens. Get creative!

Volunteering can benefit your community!

By donating anywhere from one half-hour a week to one week a year, you can make a difference in your community.

In one-half hour a week you can:

- assist an agency with reception, reports, filing, etc.
- provide comfort to a latchkey kid through a "phone buddy" program.
- add a senior's grocery list to yours and drop the groceries off.
- send birthday cards to local agency volunteers.

In one hour a week you can:

- read a newspaper or talk to an elderly person in a senior home.
- write an article for the newspaper "Volunteer of the Week" column.
- feed the homeless a nutritious lunch at the soup kitchen.
- tutor a child in reading or math and help them excel in school.

In one hour a month you can:

- describe a piece of artwork to elementary school students.
- record textbooks onto audio tapes for the visually impaired.

In one morning/evening/or day a month you can:

- help build a house with Habitat for Humanity.
- offer free child care for neighbors attending a PTO meeting.

Volunteering is beneficial to you personally!

- It reduces stress.
- It helps you think positively.
- It makes you feel good.

Do you have an office job that requires you to sit all day? If so, consider doing volunteer service that requires standing, walking, bending and twisting. Those opportunities do exist. Physical activity will also reduce your level of stress and make you feel good about yourself and your accomplishments. Think of volunteering as taking a break; that's exactly what it can be! And it won't feel like work because you'll be having new experiences and making new friends. Remember, volunteering *is* a great way to meet new people!

SECTION TWO: Are You Ready To Volunteer?

People volunteer for different reasons. Sometimes it is the desire to learn new skills; some may want to do it because they feel it is the right thing to do, while others may want to network and secure a better job or to ultimately make a career move. Whatever the reason, volunteering can and should be a good experience for everyone involved.

The tough part may be in deciding **what** you want to do. The following information may help you sort through some ideas, and help you select the most suitable and enjoyable volunteer service for you.

***"Volunteering is a 24-hour a day opportunity! Agencies know you are busy so they work with your schedule to find the project that is right and rewarding for you."
(Cathy Brown, Volunteer Center of Isabella County
Director, Mt. Pleasant)***

What Do You Want From Volunteering?

Maybe what you want is . . .

- to use a skill or talent
- to make a difference in a child's life
- to establish yourself in your community
- to gain professional experience and contacts
- to feel better about yourself
- to act upon and express your spiritual or religious beliefs
- to meet friendly action-minded people
- to attain personal growth
- to increase your physical fitness and activity level
- to have a more balanced life
- to give back to your old neighborhood or school
- to increase your awareness of issues

How Much Time Do You Have?

1. Review your current schedule and time commitments.

For many people the biggest barrier to volunteering is time. But most of us can fit volunteering into our lives. There is no minimum requirement. You can put in an hour a day, a month or a year, and many organizations will go out of their way to accommodate busy schedules.

2. Determine how much time and how often you want to volunteer.

- Schedule time for volunteering that you currently use for recreation.
- Choose an amount of time you know you can stick with. You can always increase your hours later.
- Consider location. If it's nearby, you will spend less time on the road.

Do You Want To Volunteer As An Individual Or With A Group?

Most agencies will offer several different group or individual volunteer experiences. It is up to you to choose the experience that fits your personality, available time and/or desired volunteer activity. If meeting new people is a desired goal, consider joining a local service club where there are bound to be a number of group service activities. If you want a more individual activity, consider mentoring a child on a one-to-one basis.



Volunteering As A Family

Spending quality time together as a family can be a challenge. Fortunately, volunteering with your family can be fun, inexpensive and good for everyone. Get your family involved in a volunteer activity that will be a fun and educational experience. Below are some things to consider when planning a family volunteer project.

- Both young people and adults have a responsibility to keep their communities vibrant, enriching places to live.
- Family volunteering provides a unique opportunity for young people and adults to work together toward this goal.
- By involving young people in a family volunteer project, it gives them an opportunity to work closely with adults as well.
- Family volunteering builds intergenerational understanding.
- Family volunteering provides opportunities for young people and adults to learn and grow.
- Involve young people from the very beginning.
- Make sure young people are part of planning the activity.
- Encourage your children to help decide the types of volunteer activities the family will be involved in and what role they will play.
- Involve young people as designers, planners and team leaders. This will help them feel ownership, mobilize others and become role models.



What Are My Volunteer Options?

There are literally thousands of things that need to be done in every community. It could be rebuilding local playgrounds to make them safer for children or helping the homeless. Maybe you're interested in a neighborhood beautification project. It can be hard to decide where to start. The trick is to pick one issue you really care about and pursue it. Below is a list of potential issues. Please consider these and others that are relevant to your community when selecting a volunteer opportunity.

AIDS	Homelessness	Prison Inmates
Animal Rights	Hunger	Race Relations
Arts & Culture	Hospitals/Clinics	Refugees
Career Day	Immigrants	Schools
Children	Intergenerational Activities	Senior Citizens
Crime & Violence	Libraries	Sports/Coaching
Community Theater	Life Skills	Story Telling
Disaster Relief	Literacy	Suicide Prevention
Domestic Violence	Mentoring	Teenage Pregnancy
Drug/Alcohol Abuse	Museums	Teenagers
Education	Neighborhood Watch	Tutoring
Employment	Parades	Voter Registration
Environment	Parenting Skills	Wilderness Areas
Festivals	Parks	Women's Rights
Free Clinics	People with Disabilities	Youth at Risk
Health Care	People with Mental Illness	Youth Recreation

What issues appeal to you?

Do you consider yourself to be an advocate, builder or a concerned citizen? Fundraiser, writer or envelope stuffer? The list of issues above is just a sample of the many possibilities. The next task is to select what you want. How do you do that?

Which volunteer opportunity will it be?

- Make a **list** of your favorite areas of interest.
- **Prioritize** your list of favorite areas of interest.
- Find a **focus** to limit your areas of interest.

How much time can you spend?

You'll probably have time initially to work in only one of the areas that interest you. Taking the time to answer these questions now, will make all the difference later.

- What kind of volunteer work will give you the most satisfaction?
- What do you want to work on?
- When can you volunteer?



What Types of Volunteer Opportunities Are There?

Connecting through volunteer service is a powerful tool for bringing people together to help solve many of the problems that our communities face. Through community service and volunteerism, we begin to address those problems. You can begin with a short-term service activity or perhaps a more long-term commitment. Small or large, every effort has impact and everyone's effort is needed. Here are just a few examples of what you can do:

1. Contact a service organization in your community that has volunteer opportunities. They'll help you get involved.
2. Become a mentor to a young child or teen who needs a caring adult.
3. Organize a study hour for young people.
4. Involve a young person in a community service activity so that they can experience the benefits of service to others.
5. Serve as a career day speaker at a local school.
6. Start an afternoon tutorial and recreation program for children.
7. Participate in a "walk a child from school" program.
8. Help tutor a child in reading or math.
9. Become a foster parent.
10. Become a "phone pal" for a latchkey child by organizing a "telephone reassurance" program. This is a good way to build intergenerational friendships between adults and children.
11. Coach a youth sports team.
12. Encourage your company to "adopt" a classroom or school.
13. Volunteer as a family and connect with a family that needs help and friendship. Check with a local shelter or church.



14. Help teach someone to read.
15. Coach a person in resume writing and job interview skills.
16. Visit an elderly person on a regular basis.
17. Organize or participate in a neighborhood watch program.
18. Have your family “adopt” a grandparent.
19. Teach several young people your special talent or craft.
20. Coach a young expectant mother on prenatal care or provide transportation to prenatal appointments.
21. Encourage kids to “adopt” recently arrived classmates to help with language difficulties, school rules and to be friends.
22. Start a conflict resolution program at your school.
23. If you are an employer, allow your employees work-release time to tutor and mentor kids.
24. Encourage your place of worship to connect with a faith-based organization in another neighborhood and do a joint community service project.
25. Look at the needs in your community and think about your skills and talents. Then create your own special connecting through service activity.



Where To Look For Volunteer Opportunities

Finding a volunteer opportunity isn't difficult; finding the one that fits your schedule, your skills and your interests can be the greater challenge. Locally, places like the ones listed below can be great resources, such as:

- Volunteer Centers.** The volunteer center nearest your town will be your greatest resource for volunteer service.
- School.** Your neighborhood school or perhaps your own children's school can be a great resource for volunteer ideas. More than likely, they will recruit you on the spot!
- Municipalities.** Your local township or city hall are often the first to hear when someone needs help. They can give you a list of area agencies that could benefit from more volunteers.
- Newspapers.** Most papers have a community calendar of events in town. Find out who is sponsoring the event, when it's taking place and if they could use some volunteer help.



- Senior Centers/Community Centers.** Both of these local organizations may offer valuable volunteer opportunities.
- Phone Book.** A good first step. It offers a list of nonprofit organizations.
- World Wide Web.** If the agency you are considering volunteering for has a website and you have access to it, reviewing their website can help you decide whether or not you want to volunteer for them.



- Television and Radio.** Television and radio stations are always looking for opportunities to be "part of the community." Most are already involved in several one-day events. Both are equipped to help promote volunteer and community events through community calendars.



- Churches and Religious Establishments.** Whether you have a religious affiliation or not, any synagogue, church or mosque will be able to give you ideas about who in the community could use some volunteer help.
- Friends.** A friend will tell you what they liked about a volunteer project, what they didn't like and if they would do it again.
- Employers.** Many employers already have corporate events that they support. Check with your employer to find out if they do. If not, maybe you could make that your initiative!
- Colleges and Universities.** In Michigan, the universities that are part of the Michigan Campus Compact recognize students' volunteer efforts on or off campus. Most colleges encourage students to participate in community service work.

Summing It All Up

So now that you have some answers to the questions in this section you are half way there. Now you should have a better idea of:

- What you want from volunteering.
- How much time you have to volunteer.
- If you want to volunteer as an individual or with a group.
- If you want to volunteer as a family.
- How to locate volunteer opportunities.
- Where to look for volunteer opportunities.

We have provided you with an issues list and a project ideas list. You have some idea on how to locate volunteer opportunities and how to determine what issues appeal to you most.

If you've determined how much time you can or want to spend on volunteering then you are ready for the next big step:

Selecting the right volunteer experience for you based on your interest, time and availability.



SECTION THREE: Selecting The Right Volunteer Experience

As volunteers, our expectations are to work in an environment that is safe, friendly and provides us with the tools and resources to get a job done and done well. These are reasonable expectations to have. The nonprofit organization that utilizes volunteers also has expectations of volunteers. Knowing what those expectations are creates an understanding that will lend to a positive and effective volunteer experience.

"Through my experiences in giving wholeheartedly of myself, I have learned that a little effort brings about a great return and self-satisfaction knowing I've helped others." (Melissa Seymore, Outreach Specialist, Detroit's Promise)

Securing A Volunteer Opportunity

Once you have found a few organizations that you might want to work with, the next step is to learn more about them and find out what they need. The following suggestions will help you make that determination.

- Make some phone calls and ask for the volunteer coordinator.
- If your call isn't returned immediately, try again. Wait a couple of days and try again. It's okay. Don't take it personally if they don't get right back to you.
- Be persistent and patient. Remember, this may be a good indication that they need your help.
- Ask questions.
- Go visit the agencies.

Ask The Right Questions

Find out if the agency has any literature about what they do, who they serve and their mission. This will help you determine if you and the organization share the same philosophy. When you talk to someone, ask the following questions:

- What does your organization do?
- Who do you serve?
- What is your mission?



You will want to know how the organization feels about working with volunteers and also the type of volunteers they have. Ask them these questions also:

- How many volunteers are there in the organization/ agency?
- What type of work do they allow volunteers to do?
- What are their responsibilities?
- What can they tell you about the volunteers? (This will help you determine if they are mostly female, male, seniors, students etc.)

Find out if the organization has volunteer opportunities available, what type of work is required and how long they anticipate needing volunteers.

- What does the job entail?
- What skills are required (if any)?
- Is there any training involved?

Paying A Visit

- When you arrive for your interview, you may be given a job application to fill out. Applications help organizations to match volunteers with the most suitable volunteer positions.
- If you have a specific job in mind, this is your chance to find out more about what the work is like and what your responsibilities will be.
- You can also ask about what's important to you. It helps to talk to other volunteers who are doing the same thing.
- If you're still not sure whether the job is right for you, see if you can "shadow" another volunteer for an hour or two.
- Remember, it's okay to talk to as many people as you want.
- It's also okay to negotiate. Sometimes a job is almost right, but not quite. If that happens, talk with the person in charge of volunteer recruitment.

Creating Your Own Project

If you have special skills that you want to use, it may make more sense to design your own project. It takes more initiative, but it's a good chance to be creative and to be your own "boss."

Suggestions: if you're a carpenter, you might want to build shelves or new kitchen cupboards for a homeless shelter. If you're a writer, you might want to develop a newsletter for a nonprofit that doesn't have one.

One Day Events and Activities

Michigan participates in several national and statewide volunteer days that offer a large variety of opportunities. For new volunteers, participating in a one-day volunteer event may help you decide what type of community service work you want to do. For seasoned volunteers, planning a one day event can be a great opportunity to use all of your volunteer management skills. If you work outside the home, check with your employer; they may already participate in an annual company volunteer project. If you are a teacher or are involved in your children's school activities, you may want to organize something for the entire classroom or school. A one-day event is a great way to introduce volunteerism to young people.

January

☆ Martin Luther King Jr.
Day Events
(202) 606-5000 ext. 282

April

☆ Earth Day Events
(212) 922-0048

☆ National Child Abuse
Prevention Month
(312) 663-3520

☆ National Volunteer Week
April 18-24, 1999
Points of Light Foundation
(202) 729-8000

☆ National Public Health Week
April 6-12, 1998
(202) 789-5600

☆ National Youth Service Day
April 20, 1999
(202) 296-2992

☆ The Big Help Week
April 13-17, 1999
Nickelodeon
(212) 258-7080

☆ Take Our Daughters to
Work Day
April 23, 1998

May

☆ National SAFE KIDS
Week
(202) 662-0600

June

☆ National Night Out
(610) 649-7055

October

☆ America's Safe Schools
Week
October 11-17, 1998
(805) 373-9977

☆ Big Help-a-thon
October 19, 1998
(212) 258-7080

Breast Cancer Awareness
Month.

☆ Child Health Month
(847) 981-7667

☆ Domestic Violence Aware-
ness Month
(303) 839-1852

☆ Hands Off Halloween/
Responsible Merchant
Campaign
(510) 649-8942

☆ Make A Difference Day in
Michigan
Michigan Community Service
Commission
(517) 335-4295

☆ Week Without Violence
(888) 992-2463

☆ National Literacy Month

December

☆ National Candlelight Vigil
of Remembrance & Hope
MADD
(214) 744-6233

Throughout the year, communities offer one-day events (i.e. Day of Caring, Christmas in April/July, festivals, parades) that are staffed by community volunteers, volunteer centers, United Ways and others. Contact your local volunteer center or city hall to find out what activities are taking place in your hometown and let them know that you want to volunteer. They may have someone available to register you as a volunteer for the day of the event.

Some additional, popular, long-term, ongoing events that take place throughout the year are Toys for Tots (check local listing), Adopt A Forest, Adopt A Park, Adopt A Highway (1-888-797-6272 Adopt A Part of Michigan Toll Free number) and Special Olympics (1-800-644-6404).

Volunteer Expectations of Agencies*

There are several things a volunteer can expect from a volunteer experience. Listed below are several of those expectations. Potential volunteers should review these and any other expectations they may have of the agency they will be volunteering with.

1. A learning experience.
2. Person to person activities.
3. Responsible and necessary work.
4. Fair evaluation of work and attitude.
5. Respect and sensitivity to well-being.
6. A record of attendance.
7. Basic knowledge of the workings of the organization.
8. Adequate training for the assigned job by someone who has enough time to spend with the volunteer.
9. Understanding of how the task is connected to the mission of the organization.
10. Preparation for the special condition and attitudes of those with whom the volunteers come in contact.

*Original author unknown. Reprinted with permission from the Volunteer Action Center. A program of the Greater Holland United Way.

Agency Expectations of Volunteers

There are several things an agency will expect from a volunteer. We have listed below several of those expectations. Potential volunteers should review these expectations with the agency's volunteer coordinator and ask if there are any other agency-specific expectations.

1. Punctuality in regard to both arrival and departure times.
2. Advance notification of absence.
3. Dress according to the expectations of the service-provider.
4. Respect for policies and procedures.
5. Willingness to assume assigned tasks.
6. Resourcefulness.
7. A positive attitude.
8. Respect for the principle of confidentiality.
9. Sensitivity to the special conditions and attitudes of those whom the organization serves.



**SECTION
FOUR:
Statewide
and
Local
Resources**

Locating help in your efforts to become a volunteer is easy. In this section you will find helpful lists of resources that include agencies that use volunteers, telephone numbers of local volunteer centers and publications.

Congratulations! You are well on your way to a great volunteer experience!

"Volunteering is a win-win situation. You not only benefit the agency or client, but you gain countless benefits yourself!" (Christine MacNaughton, Volunteer Director, Lenawee United Way and Volunteer Center)

Nonprofit Organizations That Need Volunteers

These are just some of the nonprofit organizations found in many Michigan communities that use volunteers. In most cases, the phone numbers provided are of a statewide association. They will be able to assist you in finding local phone numbers. You may find it useful to use this list when seeking volunteer opportunities.

American Association of Retired Persons AARP
(517) 482-2772

Michigan Council of Arts and Cultural Affairs
(313) 256-3731

American Heart Association of Michigan
(248) 557-9500

Michigan Department of Natural Resources, Special Programs Section
(517) 373-1207

American Lung Association of Michigan
1-800-543-LUNG

Michigan Department of Transportation Adopt A Highway Program
(517) 322-3388

American Red Cross
(313) 494-2857

Michigan Developmental Disabilities Council
(517) 334-6123

Big Brothers Big Sisters of America
(773) 693-8080

Michigan Head Start Association
(517) 482-1504

Boys and Girls Clubs
Midwest Regional Center
(630) 830-9200

Michigan Humane Society
(248) 852-7420

Boy Scouts of America
Central Region Office
(734) 878-7018

Michigan State University Extension
(517) 355-2308

Campfire Boys and Girls
Detroit Area Council
(248) 559-5840

Michigan's Children
(517) 485-3500

Food Bank Council of Michigan
(517) 485-1202

Multi-Purpose Collaborative Bodies
(517) 335-7904

Girl Scouts Council of Michigan
Please check local listing.

Office of Services to the Aging
(517) 373-8230

Habitat for Humanity of Michigan,
(517) 882-2611

Prepared and Perishable Food Rescue Programs of Michigan

Food Gatherers Ann Arbor (313) 761-2796
Forgotten Harvest (248) 350-3663
Hidden Harvest-Saginaw (517) 753-4749
Michigan Harvest Gathering (517) 485-1202

Lions Club of Michigan
(517) 887-6640

The Salvation Army
(616) 459-3433

Michigan Communities in Schools
(616) 771-3939

United Way of Michigan
(517) 371-4360

Volunteer Centers of Michigan (VCM)

VCM is dedicated to mobilizing people and resources to deliver creative solutions to community problems. Its primary constituents are the volunteer centers throughout Michigan, listed below. For information about how you can become a volunteer in your community, call the volunteer center nearest you.

Volunteer Centers of Michigan
29 Kellogg Center
East Lansing, MI 48824-1022
Phone (517) 353-9277
Fax (517) 355-3302
email: rlschult@pilot.msu.edu

Albion Volunteer Service Organization
203 S. Superior Street
Albion, MI 49224
Phone (517) 629-5574
Fax (517) 629-4914
email: avso@forks.org

Alpena Volunteer Center
Alpena Community College
666 Johnson Street
Alpena, MI 49707-1410
Phone (517) 356-9021 X335
Fax (517) 354-0698
email: angel@alpena.cc.mi.us

Comm. VC-Mecosta-Osceola U.W.
315 St. Ives
Big Rapids, MI 49307
Phone (616) 592-4145
Fax (616) 592-4145
(800) 676-9800

Lapeer County United Way and Volunteer Center
1559 Imlay City Road
Lapeer, MI 48446
Phone (810) 667-3114
Fax (810) 664-2016
email: unitedway@cardina.net

First Call for Help/Volunteer Center
United Way of Monroe County
6 S. Monroe Street
Monroe, MI 48161
Phone (313) 242-4357
Fax (313) 242-3378

Volunteer Center of Northwest Michigan
United Way Community Services
521 South Union Street
P.O. Box 694
Traverse City, MI 49685-0694
Phone (616) 922-3566
Fax (616) 947-3201
email: barb@unitedway.tcnet.org

Volunteer Center
Heart of West Michigan United Way
500 Commerce Building
Grand Rapids, MI 49503-3165
Phone (616) 459-6281 ext. 604
Fax (616) 459-8460
e-mail: tollystiffler@uway.hwmi.org

Lenawee United Way and Volunteer Center
117 Maumee, Suite 201
Adrian, MI 49221
Phone (517) 263-4696
Fax (517) 265-3039
email: uway@lni.net

Manistee County Voluntary Center
1672 US 31 South
Manistee, MI 49660
Phone (616) 398-4137
Fax (616) 398-2106

Marquette Co. Volunteer Center
1500 W. Washington, Suite 2
Marquette, MI 49855
Phone (906) 228-9111
Fax (906) 228-5313
email: ConnectMQT@aol.com

Mid-Michigan Volunteer Center
Capital Area United Way Building
300 N. Washington Square, Suite 100
Lansing, MI 48913
Phone (517) 485-4006
Fax (517) 485-4007
email: NWSG53@prodigy.com

NMU Volunteer Center
P.O. Box 24
1401 Presque Isle
Marquette, MI 49855
Phone (906) 227-2466
Fax (906) 227-1714

Southwestern MI Volunteer Center
1213 Oak
Niles, MI 49120
Phone (616) 683-5464
Fax (616) 683-1220
email: volunteercenter@qtm.net

Volunteer Centers of Michigan

Thumb Area Volunteer Center
Human Development Commission
429 Montague Avenue
Caro, MI 48723
Phone (517) 673-4121
Fax (517) 673-2031
email: hdccaro@centuryinter.net

The George W. Romney Volunteer Center
UWCS of Metro Detroit
1212 Griswold
Detroit, MI 48226
Phone (313) 226-9432
Fax (313) 226-9490

Volunteer Center of Allegan County
Allegan County United Way
402 Trowbridge Street, PO Box 121
Allegan, MI 49010-0121
Phone (616) 673-6545
Fax (616) 686-5912
email: acuw@accn.org

Volunteer Action Center of Bay County
909 Washington
Bay City, MI 48708
Phone (517) 893-6060
Fax (517) 893-6073

Resource Center
1401 S. Grand Traverse
Flint, MI 48503
Phone (810) 232-6300
Fax (810) 232-3738
email: resource@gfn.org

Volunteer & Information Services
68 E. Michigan Avenue, Suite 201
Battle Creek, MI 49017
Phone (616) 965-0555
Fax (616) 966-4194

Volunteer Center of Greater Kalamazoo
709 A S. Westnedge
Kalamazoo, MI 49007
Phone (616) 382-8350
Fax (616) 382-8362
email: kalvac@aol.com

Volunteer Center of Isabella County
United Way of Isabella County
402 S. University
Mt. Pleasant, MI 48858
Phone (517) 772-6194
Fax (517) 772-8152
email: cmsbrown@aol.com

Voluntary Action Center of Midland
County
220 W. Main
Midland, MI 48640
Phone (517) 631-7660
Fax (517) 832-5526
email: vcmidland@aol.com

Volunteer Center of Otsego County
P.O. Box 1025
Gaylord, MI 49735
Phone (517) 732-6232
Fax (517) 732-6029
email: rsvp.gaylord@juno.com

Volunteer Center of the Tri-Cities
20 North Fifth Street
Grand Haven, MI 49417
Phone (616) 842-7130
Fax (616) 842-3596
email: dixon@novagate.com

Volunteer Muskegon!
313 West Webster Avenue
Muskegon, MI 49440
Phone (616) 722-3134
Fax (616) 722-3137

Volunteer Action Center
Livingston County United Way
3780 E. Grand River
Howell, MI 48843
Phone (517) 546-4612
Fax (517) 546-1951

Volunteer Action Center of Saginaw
County
100 S. Jefferson
Saginaw, MI 48607
Phone (517) 755-2822
Fax (517) 755-2824

The Volunteer Center
Greater Holland United Way
70 West 8th Street
P.O. Box 2363
Holland, MI 49423
Phone (616) 396-7811
Fax (616) 396-5140
email: cddirvol@triton.net

Volunteer Publications List

Michigan Community Service Commission (517) 335-4295

Profiles in Service. State resource guide for service and volunteer-related programs. It contains a detailed description of the programs and activities of the listed agencies and networks.

TAP Youth Service Resource Guide. Includes information on volunteer management, planning and implementing a local fundraiser, youth involvement on boards and committees, organizational communication, and creative leadership.

It's Knowing Where To Look: A Fund Raising Guide For Grassroots Community-Based Youth Groups. This booklet includes valuable hints for locating state and federal funds for your youth project.

New Partnerships In Michigan. A detailed report on the *New Partnerships in Michigan* initiative.

Michigan Service-Learning Principles and Practices. A reference guide for service learning practitioners. It provides basic definitions, essential elements, standards of quality and examples of implementation.

Council of Michigan Foundations (616) 842-7080

Yackety YAC. Published quarterly to provide youth advisory committees with information on what is being done throughout the state to involve youth in philanthropy and volunteerism.

Education in Philanthropy and Volunteerism: National and State Trends and Opportunities in Michigan. This booklet describes the economic and social impact of nonprofit organizations, explains educational opportunities relating to the sector, and reviews national and statewide educational activities in the field of philanthropy and volunteerism.

The following publications are great for individuals, youth, teachers and trainers.

Building Communities From The Inside Out: A Path Toward Finding and Mobilizing A Community's Assets. This book outlines in simple, neighborhood friendly terms, what local communities can do to start their own journey down the path of "asset based" development. While some sections are pretty technical, there are some great sections on involving different populations as volunteers and mobilizing community organizations. A great resource!

Growing Hope: A Sourcebook In Integrating Youth Service Into The School Curriculum. A basic "nuts and bolts" manual for developing youth service and leadership programs. This publication has a strong focus on service learning, but can easily be adapted to extracurricular service programs as well. Includes sample permission slips, parent information letters, evaluations, etc.

Volunteer Publications List (cont'd)

Today's Heroes. This video highlights the power of youth service through the profiles of four diverse young people who are involved in service in their communities. It includes three resource guides and activity and reflection sheets for young people. (Community Service Catalog 1-800-272-8306)

Youth Voice Training Manual. This manual contains lots of activities and exercises for empowering young people, facilitating youth/adult partnerships and solving community problems. (Washington Youth Voice Project 206 325-7922)

Youth Voice Tip Sheets. These 10 tip sheets cover recruitment, training and orientation, youth-adult partnerships, communication and defining roles and responsibilities. They provide the do's and don'ts, action steps, helpful models to use and facilitator tips. (Washington Youth Voice Project 206 325-7922)

We Are Resourceful! Community Problem Solving Resource Kit For Young People. This step-by-step guide shows youth how to lead service projects in their community. It includes practical checklists and work sheets. (United Way of America, 701 N. Fairfax Street, Alexandria, VA 22314)

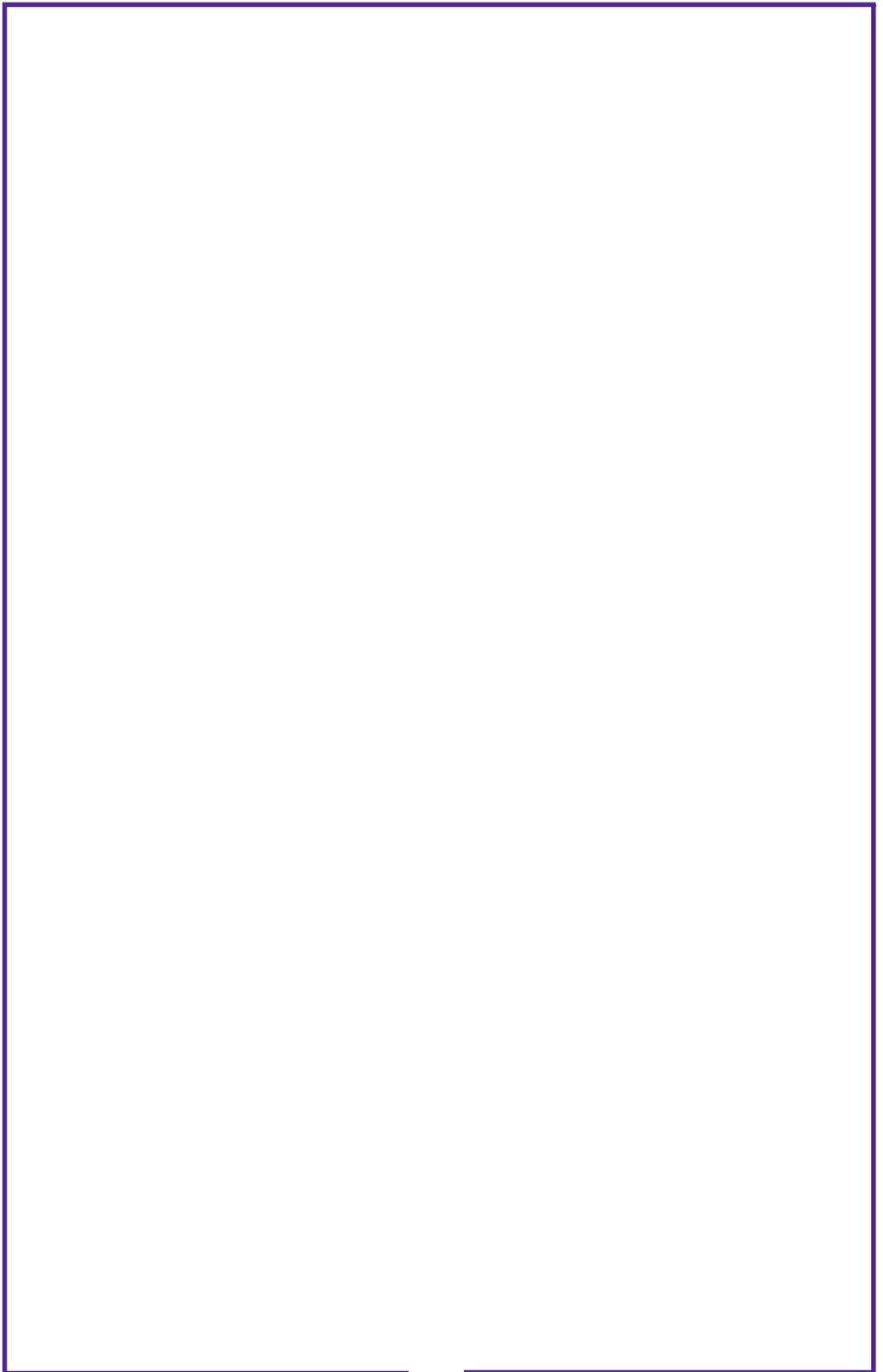
A Kid's Guide to Social Action. Give this book to youth who lead your service projects. It not only gives practical suggestions of ways youth can get involved, but it also inspires with dozens of stories of how youth have made a difference in their communities. (Barbara A. Lewis, Minneapolis MN. Free Spirit Publishing, 1991)

Youth Involvement: Developing Leaders and Strengthening Communities. A basic introduction to youth as leaders in community service programs. (Bruce Swinehart, Boulder, CO. Partners for Youth Leadership, 1990)

They Changed America. This inspirational video, featuring Aerosmith's song "Living on the Edge," is a great motivational tool to use with young people and highlights the benefits and power of volunteering. The video features images of volunteers at work from across the country that will encourage everyone to join the volunteer effort. (Volunteer Community Service Catalog 800-272-8306)

Children and Volunteers: Preparing for Community Service. If you want to include elementary school-aged children in service, this booklet is a valuable guide. (Volunteer Community Service Catalog 800-272-8306)

Training Tool Box for Service Learning. A series of workshop outlines, activities and resources that can be used in training teachers in service-learning. (Maryland Student Service Alliance, 200 W. Baltimore Street, Baltimore, MD 21201-9410)



NOTES

NOTES



Michigan Nonprofit Association

VOLUNTEER CENTERS OF
MICHIGAN