

TEEN INTERN VOLUNTEER JOB DESCRIPTION

Agency Mission Statement

Crisis Line of Central Virginia, Inc. is dedicated to providing confidential crisis intervention, support, referral, prevention and education services to the Central Virginia community. Crisis Line is a non-profit, charitable, 501 © (3) agency.

Qualifications:

- At least 14 years of age
- Complete an application
- Relates well to children.
- Interview with Staff
- Handle office task

Work Responsibilities:

- Mentor peers on the Chatterline hotline.
- Assist with Homework Help on Chatterline
- Volunteers schedule themselves to work a minimum of one 3 hour shift per week.
- Volunteers are responsible for calling the office if they cannot work their scheduled shifts.
- Log all calls in the IRis computer system
- Assist staff with office duties.
- Miscellaneous youth related awareness projects.

Benefits of Volunteering:

- Join a great team of helping professionals impacting the life of others.
- The good feeling one gets from helping others.
- Looks great on college applications and resumes.