[MS-0087.009.002.014]

VOLUNTEER BUREAU
Suite 1000 - 520 "E" Street
San Diego, California 92101
239-2071

ARMED SERVICES YMCA
800 W. Broadway
232-1133
Contact: Miss Carole Allan

Female students only.

Girls Service Organization:
Hostess for dances Friday and Wednesday eve. 8:00 - 10:30 p.m.
Co-ed activities: Saturdays.
Bowling, skating, etc.
Creative activities: Sundays.
Talent Night: Meet ships coming in from Vietnam.
Red Cross: Assist Balboa Hospital.

BAYSIDE SETTLEMENT HOUSE
226 W. Date St.
239-6570
Contact: Sister Helen

Students, 18 years and up.

Day Care: Assist teachers mornings with children 2 - 3 years old; 4 - 5 years old. Afternoons: 3:00 - 5:00 p.m. Need 1 student daily for each session, M - Fe.
Students to work with 6 - 7 yr. age group in arts and crafts; organized games, etc. 2:00 - 5:00 p.m. 1 student daily. M or Fe students, but male especially needed.

BAYSIDE SETTLEMENT HOUSE
239-6570
Contact: Sister Laura.

Special Interest Classes for children after school. 3:00 - 3:30 p.m. to 5:00 p.m. Hours to be arranged. Skill or hobby student can share: drama, knitting, arts and crafts, etc. For girls. Male student to possibly set up class with boys in woodcraft or other hobby.

BUREAU OF SOCIAL WORK
1350 Front St.
San Diego
232-4361
Contact: Mr. Frank Genaro

Program for patients who have returned from Patton Hospital. Placed in Foster or boarding homes. Share hobby, skill, self. Work with adolescent retarded, mentally disturbed adolescent and adults. Recreation programs, field trips to hospitals, Fairview and Patton for observance.
In-service training program and orientation. Psychiatrist will give lecture.

BOYS' CLUB OF SAN DIEGO
Clairemont Branch
4635 Clairemont Mesa Blvd.
273-1645
Contact: Mr. Thom Forhan

Adjust hours with students' schedule.

Games Room: Supervise and instruct. M or Fe.
Arts and Crafts: M or Fe. Photography. (Complete darkroom available). M or Fe.
Athletic assistants: male students only.

AMERICAN RED CROSS,
San Diego County Chapter
3650 Fifth Avenue
291-2620
Contact: Miss Frost.

Recruitment Off.: Interviewing individuals with some clerical duties. (Orientation given.) Week days, M-Fe. 18 yrs. & above. Need 2 or 3.
Dept.Administration: Work and observe in various depts. of Red Cross. Observation in some board and branch meetings, M-F, Sophomore- Senior students only.

BOYS' CLUB OF SAN DIEGO
Linda Vista Branch
2230 East Jewett St.
277-6670
Contact: Darel Trotter, Dir.

Students: M or Fe (12 needed)

Athletic Director Assistants: To assist in executing programs in major sports teams: boxing, wrestling, weight lifting, gymnastics, aquatics, and other related athletic programs.
Weekdays 3:15 to 5:40 daily
Weekends 10:00 to 1:00 p.m.
Evenings 6:30 - 9:00 daily

M or Fe (4 needed)

Arts and Crafts Assistants: woodworking, plastics, ceramics, other related crafts.
(same days and hours)

M or Fe (6 needed)

Social Recreation Assistants: games room activities, cooking classes, group clubs (coin, chess, etc.)
(same days and hours)

BOYS' CLUB OF EL CAJON
1171 E. Madison
442-2464
Contact: Joseph Klock, Dir.

Same needs and hours.
Addition: clerical. (5 needed).

BOYS' CLUB OF SAN DIEGO
Wm. J. Oakes Branch
2930 Marcy Avenue
232-3061
Contact: Fred Hayes, Dir.

Same needs and hours. Centers have Flag football, Oct. and Nov.; Basketball, December.
Holiday parties; special events; educational trips.

BOYS' CLUB OF CARLSBAD, Inc.
3115 Roosevelt St.
Carlsbad
729-1829
Contact: Norman Trout, Dir.

Same needs; hours.
Serves boys 7 years and up.

BOYS' CLUB OF OCEANSIDE
120 South Brooks St.
Oceanside
722-2968
Contact: Dan Pace, Program Director.

Athletic Team Coach: Arts and Crafts Leader; clerical work, librarian, Group Club Leader.
M or Fe.

BOYS' CLUB OF CHULA VISTA
495 I Avenue
420-1680
Contact: William Muris, Dir.

BOYS' CLUB OF ESCONDIDO
445 N. Broadway
745-7289
Contact: Gary Wilson, Director

BOYS' CLUB OF FALLBROOK
East End of Ivy Street
728-2969
Contact: Erik F. Larson

BOYS' CLUB OF SOUTH BAY
847 Encina
Imperial Beach
424-8167
Contact: Don Bonatus, Dir.

BOYS' CLUB OF NATIONAL CITY
1430 "D" Avenue
477-5445
Contact: Mr. Sutcliffe

BOYS AND GIRLS' AID SOCIETY
2815 Steel Canyon Road, El Cajon.
442-3363
Contact: Mr. Ron Miller

Individual Work; Group Work with emotionally disturbed adolescent boys and girls.
Student minimum age: 19 - 30. M or Fe.

Arts and Crafts Director: Help prepare, plan, organize in craft shop and wood shop. Supervise care and maintenance department equipment and supplies. Periodic reports to Program Director.
Student minimum age: 20. M or Fe.

Aquatics Assistant: Prepare in planning and organizing daily and weekly program in swimming pool. Teach individual skills and fundamentals. Periodic reports.
Student minimum age- 21. M or Fe.

CAMP FIRE GIRLS
2067 First Avenue
233-3157
Contact: Mrs. Seffusatti

Administrative Aides: Orientation to agency: evaluation of students major interests. Office assistance: insight to agency's function. Adult committees: Work with group leaders. Arrange time.

CASA BLANCA CONVALESCENT HOMES:
1391 E. Madison,
El Cajon Branch

7979 La Mesa Blvd.,
La Mesa Branch.
Contact: Virginia West at
444-1107 or 465-9010

Assistants for activities: planning and participating in programs for elderly. Weekdays only. Hours flexible.

COUNTY UNIVERSITY HOSPITAL
225 W. Dickinson
291-3330, ext. 475
Contact: Mrs. Gruenberg, Sec.,
or Mrs. Folck, Chief Nurse

Psychiatric Ward: Visiting and vocational assistance. For open and closed wards.
Weekdays: 8:00 - 4:30 p.m.
M - FE students.

DEPARTMENT OF PUBLIC WELFARE
Northeast District Office
5001 73rd St.
465-6111, ext. 327
Contact: Mrs. Chris Greene

Students: male or female.
Need 10.

Tutorial Project: To work with child on one to one basis; work with materials on hand but provide field trips as enriching experience. Help identify child's interests, areas of strength, to help channel toward meaninful future goals. Assigned to a particular family. (one-half day experience with caseworker in the field.Orientation with coordinators).Tutoring; weekdays,one hour, twice a week. Field trips: week ends.

DEPARTMENT OF PUBLIC WELFARE
Southeast District Office
4588 Market Street
262-0881
Contact: Mr. Jerry Peterson.

Tutoring: "Big Brother" or "Big Sister" type relationship, one to one basis. One contact per week required. A field trip or "outing" on week end included, if possible. Student, minimum age, 19. M or Fe.

DEVELOPMENT CENTER FOR HANDICAPPED MINORS.
6735 Gifford Way
277-8751
Contact: Milton Lecouteur, Dir.

Teacher's assistants in classroom. Group activity, playground, preparation of materials, etc.
Weekdays: 9:-- - 3:00 p.m. M or Fe.
Need 6 or 7.

FRIENDSHIP CENTER
Rehabilitation Convalescent
8060 Frost St.
San Diego
Phone: 278-4750
Contact: Christina Macnac

M - F

Recreation: 1. Assist and plan recreation for patients daily. 2. Assist and plan parties for patients and employees. 3. Evaluate each patient's progress in recreational therapy. (Need 4.)

Social Rehabilitation: 1. Assist in planning the social rehabilitation program for each patient. 2. Assist in obtaining. information of patient's social and family background. 3. Assist in encouraging patient to engage in activities; with relatives, etc. (Need 2).

Patient Care: reading, companionship, writing.

Office: Filing, answering phone, delivering mail to patients, etc. (Need 6 - 10)
Weekdays, week ends. 10:00 - 4:00 p.m.
Evenings: 4:00 - 8:00 p.m.

GIRLS' CLUB OF EL CAJON
P.O. Box 488
El Cajon, Calif. 92022
442-0909 or 444-7048
Contact: Mrs. George Scott

Leaders or Aides in: Homemaking, arts, cooking, sewing, knitting, crafts, child care, good grooming. Monday, Tuesday, Thursday. 3:00 - 4:45 p.m.
Fe. (need 6 - 10)

GIRLS CLUB OF NATIONAL CITY
300 E. 15th St., National City.
477-7583
Contact: Phyllis Crapo, Dir., or
Mrs. Ninita Vivay.

Teen-age program: Under supervision to plan and conduct supper club meeting for girls 12 and up. One evening, 4 - 6:00 p.m.
Female (need 3)

Art Painting, sketching or portrait.
M or Fe. Crafts M or Fe.
Tutoring: Modern math, reading, spelling, history or geography. M or Fe. Need 6.
Sewing: Needlecraft, doll clothes, stuffed animals, embroidery, crocheting, knitting.
Machine sewing: Beginning and advanced.
Cooking: to teach basic nutrition, using basic foods.

All programs for girls 6 thru high school.
Monday- Friday. 2:00 - 5:00 p.m.
Saturday: 10:00 a.m. - 2:00 p.m.

GIRLS' CLUB OF CHULA VISTA
663 Fig St.
422-1772

Same general needs.

GIRLS' CLUB OF SAN DIEGO
606 South 30th St.
Contact: Juanita or Mrs. Wood, Dir.
233-7722

Instructors for ballet and modern dancing.
Weekdays: 3:00 p.m.
Female students.
Reading class: Weekdays 3:00 p.m.
Female students.
Tutoring: Most all subjects in elementary; Jr. High; and high school level. Week days at center, 4:00 - 6:00 p.m.
Male or female.

GIRL SCOUTS COUNCIL
1231 Upas St.
298-8391
Contact: Mrs. Jean Parks
Female students only.

Transportation necessary.

Program Consultants: Using special skills to assist leaders and troops of girls ages 7 - 17 years. Week days, late afternoon. Some evening.

Leader or Assistant Leader: Meet weekly 1 1/2 - 2 hours, plus preparation time. Can use camping, outdoor, program skills.

GREATER PARISH MINISTRY
4776 El Cajon Blvd., Suite 205.
286-8080.
Contact: Mrs. Bjorke, Sec. or
Mr. Keith Mitchell.

Work with children in Southeast San Diego on group basis or individual basis. Activities: field trips, etc.

HILLCREST RECEIVING HOME
Contact: Mrs. Kennedy, Dir. of Volunteers.
538-2952 (home)
up to 25 students, M or Fe
Seniors accepted first.

Assist with children, infant through teens, in various programs. Nursery helpers; supervision of activities, etc.

HEAD START CENTERS

M or Fe students.

Designed to put low-income, culturally deprived children on equal footing for preparation of kindergarten.

Gingerbread Nursery
Day Care Center
3078 "L" St.
232-2355
Contact: Mrs. Hazel Walker, Dir.

For children 2 - 7 years. Also extended day care for working mothers. 6:00 a.m. - 6:00 p.m.

Imperial Beach Child Development Center Headstart
455 Palm Avenue
424-5822.
Contact: Miss Shenza Ricchihuiti

Morning and afternoon classes.
7:30 - 11:30 a.m.
12:00 - 4:00 p.m. week days.

Golden Hill Presbyterian Church
Headstart
835 - 25th St.
232-2628
Contact: Mrs. Webster

Morning and afternoon classes. Group activities.

HEAD START CENTERS (cont.)

St. Rita's Headstart
5124 Churchward St.
264-3137
Contact: Mrs. Washington or
Mrs. East, Dir.

Group activities; field trips. Week days.
M - Fe students.
Need 2 - 3 each day.

Otay Headstart Center
1608 Del Monte Ave.
Chula Vista (Otay) Cal. 92011
427-5390
Contact: Miss Leona Keenan,
teacher supervisor.

Classroom aides: Also help research and prepare material, assist nurse with records and transportation.
Week days: 8:30 - 3:30 p.m.
(especially 11:00 a.m. - 1:00 p.m.)

Group work: aide to assist parents in organizing their meetings, preparing agenda and contacting participants.
Some evenings for both jobs.

Students must have transportation.
There is no bus service in Otay.
Bi-lingual students needed, but not necessary.

(JACS) JOINT ACTION IN COMMUNITY SERVICES.
c/o Youth Opportunity Center
10025 - 12th Ave., San Diego
233-8821, ext. 654
Contact: Mrs. Katherine Abels
or Herbert Hillson

Contact male youth, ages 16 - 22, who are awaiting assignment to Job Corps, giving assistance as needed. Also assistance to returning corpsmen in getting located; finding work; legal matters, transportation; lodging; personal counseling.
Students 18 years and above are needed.
M or Fe.

LEGAL AID SOCIETY OF SAN DIEGO
964 Fifth Avenue, Room 400
Contact: Mrs. Barbara Shannon
276-0322 (home)

Receptionists: Week days, morning and afternoon shifts. Opportunity to learn of agency's function and service.

LA JOLLA COMMUNITY EDUCATIONAL SERVICE
Mrs. Gretchen Rudnick
454-7459
Need 15. M or Fe.

Tutoring children of low income parents.
Grades 1 through 9 in basic three R's.
La Jolla Presbyterian Church.
Monday through Thursday: 2:15 - 4:00 p.m.

LINCOLN HIGH SCHOOL
Imperial Ave. at 49th St.
264-3171, ext. 18
Contact: Mrs. Barbara Anderson.

Tutoring: In all academic subjects.

Evenings: Monday through Thursday.
7:00 - 9:00 p.m.
Weekdays: during school day.

MENTAL HEALTH ASSOCIATION
344 Grapt St.
239-3059
Contact: Irs. Ida Rosene

Assignments in Facilities aiding mentally ill and mentally retarded children and adults.
Mental health main office: Receptionist: orientation to give telephone referrals; interviews, typing, filing, etc. Opportunity to learn mental health agencies.
Weekdays, morning and afternoon.

MENTAL HEALTH ASSOCIATION
Friendship Center
19th and "J" St.
234-7090
Contact: Al Duff, Director,
Social Rehabilitation.

Work directly with recovery mentally ill patients. Group activities, recreation, arts and crafts, cooking. Patients are adults, men and women.
Week days

MERCY HOSPITAL
4077 Fifth Avenue
298-4141, ext. 388
Contact: Mrs. Martha Wager,
Director of Volunteers.

Aides: To help in various fields.
Female students only.

MESA VISTA HOSPITAL
7850 Vista Hill Avenue
278-4110
Contact: Mrs. Betty Martz,
Director of Volunteers.

Students: male or female.

Recreational Therapy: Working with psychiatric patients in active and quiet games of all types; field trips; swimming instructor; golf; bowling; pool; ping pong.
Days: 8:30-5:00 p.m. Evenings: 6 - 9:00 p.m.
Weekends: Sat. 9:00 a.m. - 9:00 p.m.
Sunday 1:00 - 5:00 p.m.

Nursing area: Extensive Care Unit - floor duty. Working with patients in restricted O.T. and RT. Supervising off ward - visiting - one to one assignment. Transferring patient to open ward. Fill in where needed in wide range of assignments. Week days; week ends; evenings.

Occupational Therapy: Assisting with individual and group type projects in crafts; sewing, cooking, woodshop. Patients all ages - many teen-agers.
Monday - Friday 9 - 4:30 p.m. Sat. and Sun. 9:00 - 4:00 p.m. Evenings (weekdays) 6:00 - 8:00 p.m.

Barber Shop; beauty shop, gift shop.

METRO
(Dept. of Methodist Church Union)
520 "B" Street, Room 502
234-3158
Contact: Miss Lillian Peach.

Tutoring in Southeast San Diego and Linda Vista.

Recreation Programs:
Chollas View, Encanto Churches.

Research on various existing Metro projects, and to determine needed programs in community.

METRO
(through Methodist Church)
520 "E" Street
234-3158
Contact: Curt Kuhwald
286-3528 (home)

Operation Adventure: Assist in enrichment program for children 5 - 15 years. Saturday morning; late afternoon at Chollas View Church.

NEIGHBORHOOD HOUSE ASSOCIATION
1809 National Avenue
263-2205
Contact: Mrs. Orris Mitchell,
Program Director.

Tutoring: One to one basis or small groups.
Week days: 3:00 - 5:00 p.m.
M or Fe (need 20)

Playground: At Chollas Complex. Organized games, handicrafts.
Male students (need 4).

Music Piano or guitar. Teachers needed at all four centers.
Dancing, ballet, needed at two centers.
M - Fe students (need 8)

PLANNED PARENTHOOD ASSOCIATION
108 E. Washington San Diego
Office: 295-2223

Female students only in each category.

General Office: filing, telephone, library duties, etc. Typing desirable, but not necessary. Week days, 8:30 - 4:00 p.m. (need 5).
Contact: Mrs. Birch, 295-2223.
Office Manager.

Clinic Receptionist: take social histories; fill out forms; work with records clerk at clinic. At University Hospital Out Patient Clinic. Wednesday 6:00 p.m. - 9:30 p.m.
Minimum student age, 21. (need 2)
Contact: Mrs. Field, 278-9363.

Ward Visitations: at University Hospital. Visiting women who have just had a child and offering information about Planned Parenthood and modern methods of birth control.
Monday and Thursday 3:00 - 5:00 p.m.
Minimum age of students, 25.
Contact: Mrs. Maurice Gillette, 295-5421.

SAN DIEGO COUNTY ASSOCIATION FOR RETARDED CHILDREN .

Centers

Starlight Center
305 E. Palomar St.
Chula Vista
422-9066
Contact: Dorothea Oswood, Dir.

Teachers aides for all three centers: crafts, classrooms, recreation, field trips, athletics, etc.

M or Fe, 18 years and above.

Angels Unaware
1374 E. Lexington.
El Cajon.
444-9417
Contact: Mrs. Charlotte Hale, Dir.

Youth Activities Center
3035 G Street
233-8855
Contact: Mr. Mike Jamison

Retarded Children- Northern County
1221 Ridge Road, Vista 726-2250

Youth activities.

SAN DIEGO CHILDRENS HOME ASSOCIATION
3002 Armstrong St.
277-9550
Contact: Mr. Ronald Green, Resident Director.

M or Fe - age limit, 21
(need 9)

Tutoring: mature students (age 21 and up) To help emotionally disturbed grade school children in a variety of special areas. Ability to motivate non-interested students. Reading and arithmetic most important. Primary: Monday thru Thursday, 6:30 - 8:30 p.m.

SAN DIEGO, CITY RECREATION DEPT
Balboa Park
236-5720.
Mr. Krasovich.

Recreation assistants. Various playgrounds, etc.

SAN DIEGO RECREATION DEPT.;
Senior Citizens.
Administration Dept.,
Balboa Park. 236-5714.
Contact: Mrs. Evelyn Herrmann.

One to group relationship; plan programs with and for senior citizens (trips, parties, recreation programs)
M - Fe students.

Physical Fitness: Student who qualifies as capable to teach physical fitness to senior citizens. Tuesday morning.
Student, M or Fe. (need 1 or 2)

Clerical: Telephone, typing, correspondence; newsletter, publicity.
Weekdays 9:00 - 4:00 p.m.
Schedule own hours.

SUNSHINE SCHOOL (Crippled Children)
6991 Balboa Avenue
San Diego 92111
278-7470
Contact: Mrs. Eva Ritchie, Principal
M - Fe students (need 6 or more)

Assistant - Children: Walking, feeding; story telling, music, etc.
Teacher Assistants: Class activities, indoor, outdoor.
Weekdays: 9:00 - 12:00 noon.
12:30 - 3:00 p.m.

TRAVELERS AID
520 "E" Street, 7th floor
Contact: Wayne Hinrichs, Dir.

Traveler Aid Client follow-up:
Locate past clients to evaluate agency's effectiveness with them. This involves orientation to the program, case review and work in the field. Supervision.
Weekdays: 8:00 - 4:30 p.m., orientation.
Week ends: Field work as schedule permits, or week days.

UNITED CEREBRAL PALSY FOUNDATION
7947 Birmingham Dr.
278-5420
Contact: Mrs. Cavalier
Call week days: mornings.

Students: m or fe.
Number: 3

Counselors: 2 for "Teen Tigers". Assist staff in planning; organizing, and carrying out group activities of social and recreational nature. Crafts; games, dances; picnics; field trips. Assist with transportation if possible.
Saturdays: Time to be worked out.

UNIVERSITY HOSPITAL
225 W. Dickinson
291-3330
Contact: Jean Shoemaker, Dir. of Volunteers.

Information Desk; menu selection, floor aides, clinic, admittances, etc.
Special need for Spanish speaking volunteers
7 day week till 8:00 p.m.

VETERANS ADMINISTRATION
Outpatient Medical Clinic
2131 Third Avenue
293-5200
Contact: Miss Betty Kaseman, OTR
Occupational Therapist of
Day Treatment Center.

The Day Treatment Center treats veterans who have a service connected psychiatric disability. Students to encourage patients to participate in various treatment programs. Participate with patient group and help plan activities. Just talking to patients in friendly manner of great value. Some programs are Reading and Math review; handwriting improvement (fifth grade level).
Weekdays: 8:30 to 4:00 p.m.

WOMEN IN COMMUNITY SERVICE (WICS)
at Youth Opportunity Center
12th and Broadway
234-5184
Contact: Mrs. Parkin or Mrs. Fletcher.

Purpose: To recruit and process applicants for Women's Job Corp. Duties may include clerical processing; interviewing girls; recruitment.

YMCA - South Bay Branch
50 Fourth Ave., Chula Vista
422-8354
Contact: Jim Daughn, Program Director.

Advisors for boys' and girls' club meetings. 3:00 - 4:00 p.m. Tutors in study hall for high school students. Evening.
M - Fe students.

YMCA - North County Branch.
221 West "E" Street
Encinitas
753-6536

Club leaders - teen programs.

YMCA - Southeast Branch
151 - 45th St.
264-0144.
Contact: Rufus DeWitt, Director.

Counseling, supervising and teaching special skills.
Week days - late afternoon; evenings.
M - Fe students.

YMCA - Palomar Family Branch
1050 N. Broadway,
Escondido
745-7490
Contact: John Weeks, Director.
M - Fe students.

Office Supervisor; Desk Attendant:
Responsible for supervising "Y" building while evening or Saturday programs are being conducted. (needed: 2 - 5)

Youth Club Advisors: Leaders:
Work directly with a youth group, help develop leadership skills of members; supervise activities.
Weekdays; after school; evenings.

YWCA - Downtown Branch
1115 - 8th Avenue
232-7451
Contact: John Tisdale,
Youth Director.

Male students (need 6)

Advisors: Responsibility for Jr. High age group. Meet weekly, 1 hour a week. Occasional week end. Direct athletic activities.

Leader: of group of boys (10-15 years). Instruct athletic activities. Provide guidance and direct groups in other activities. Same hours.

YWCA, Southeast Center
727 Harbison, National City.
477-1163.
Contact: Mrs. Jean Mierlot.

Sewing Teacher for beginning and advanced group. Thursday, 9:00 a.m.- 1:00 p.m.
Conversational Spanish Teacher who can relate well to people in the area. Y is in process of building up class.
Wednesday: 1:00 - 3:00 p.m.