[MS-0087.009.002.007]

Volunteer Bureau of San Diego

520 E STREET - SAN DIEGO, CALIFORNIA 92101

PHONE 239-2071

TO: Coordinator of Volunteers

FROM: Jerry K. Lynes, Acting Director

SUBJECT: Volunteer Opportunities for Students

In the next two months, we will be speaking to students as representatives of those agencies needing volunteer services. Many students, both high school and college age, give freely of their spare time during the school year. In connection with some college courses, they are required to give 30 to 40 hours a semester in community service. Also, most high schools stress the need for and give recognition of the time the students give working out in the community.

As part of our orientation of the students, we explain the valuable contributions previous students have made to the agencies through their voluntary services. In a further attempt to orient them, we explain some of the current needs of the agencies and we give them a brief description of the programs and services offered by the agencies. Each student is provided a listing of those agencies we know need volunteer services. The student contacts the designated representative of that agency he feels he can best serve.

Most schools have been impressed with the quality and variety of opportunities for students to gain meaningful learning experiences outside of the classroom. Many students, through these experiences, are better able to choose their future vocations. In return, as we are sure you realize, the agencies have found the experience to be most beneficial to their programs.

We would like to include you in our student recruitment program. To list your specific needs, just fill out the enclosed form and return it by September 18 to the Volunteer Bureau.

September, 1970

Encl.

VOLUNTEER OPPORTUNITIES FOR STUDENTS

Name of Agency _____

Address _____
(Street)

_____ Phone Number _____
(City) (Zip Code)

Agency Representative to be Contacted _____

Male _____ Female _____ Minimum age accepted _____ Car Needed _____

JOB DESCRIPTION (List as many as you need--arts, crafts, letter writing, etc.)

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VOLUNTEER OPPORTUNITIES FOR ADULTS

We are also updating our files of Agencies requesting adult volunteers. Please complete the following; we will add your Agency to our listing of Volunteer Opportunities. Each person offering to give his time in voluntary service is given a listing. The person contacts the designated representative of that agency he feels he can best serve.

Name of Agency _____

Address _____ Phone Number _____
(Street) (City) (Zip Code)

Agency Representative to be Contacted _____

Male _____ Female _____ Car Needed _____ Other Equipment _____

JOB DESCRIPTIONS (List all your needs--arts, general clerical, typing, etc.) ____

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(Use additional sheets if necessary)

September, 1970

VOLUNTEER OPPORTUNITIES FOR STUDENTS

Name of Agency____

Address____
(Street)

____Phone Number____________
(City) (Zip Code)

Agency Representative to be Contacted_________________________

Male______Female______Minimum age accepted______Car Needed____________

JOB DESCRIPTION (List as many as you need--arts, crafts, letter writing, etc.)

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Name of Agency____

Address_____________________________________Phone Number_______
(Street) (City) (Zip Code)

Agency Representative to be Contacted_________________________

Male______Female______Car Needed______Other Equipment__________________

JOB DESCRIPTIONS (List all your needs--arts, general clerical, typing, etc.)___

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(Use additional sheets if necessary)