

# Volunteer Job Description

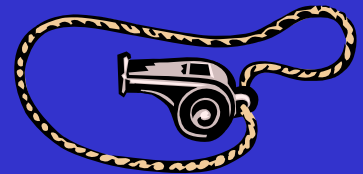
## Graduation Coaches

Communities In Schools of Tacoma is a non-profit organization that works to help students learn, stay in school and prepare for life. For more information log onto [www.cisoftacoma.org](http://www.cisoftacoma.org) or call 253-571-1114.

*Volunteer opportunities* are available at the Tacoma Business Academy @ Bates Technical College and at Mt. Tahoma High School.

### Volunteers are needed for the following jobs:

- One-on-one graduation coach — you will be the cheerleader for a student enrolled in the academy and help him or her with academic and career paths
- Tutors
- Guest speakers



### Criteria and Commitment Levels:

- Must pass Tacoma School District background check
- Must have a passion for helping students succeed
- The ability to work with people coming from a wide variety of backgrounds
- Commitment level one: 1 or more hours per week for 10 weeks
- Commitment level two: 1 or more hours per week during the school year (approximately 30 weeks)



### Expectations:

- Be on time
- Sign in and sign out
- Call in by 9:00 a.m. if you will be absent
- Be a role model — dress neatly, be respectful, use appropriate language
- Follow directions of the Resource Coordinator
- Have fun!

