**America Reads and Counts:**

**Agency Description:** America Reads and Counts is a tutoring program in which Normandale students work within the Bloomington Public School District to help elementary and middle school children improve their reading and math skills.

**Job Description:** We are looking for Normandale students to tutor Bloomington area school children in grades K-7 in reading and children in grades K-12 in math. Spend 2-4 hours a week during a set time at the child's school, tutoring the student in math or reading. You will need your own transportation to and from the school; several schools are on the bus line. You must also pass a background check (no cost to you). Tutoring in this position comes with many rewards, offering each tutor a chance to make a difference in a child's life, gain valuable skills, and build their resume. While previous tutoring experience is helpful, it is not required to apply. We offer tutors a training session as well as resources for working with children. The program seeks applicants with the desire to help a child succeed and the energy and time it takes to make this commitment. We do our best to work around your schedule when we place you with a child.

**How to Apply:** Fill out and turn in an application by the deadline. Applications are available at the Center for Experiential Education (C1066) or can be downloaded online at [www.normandale.edu/arac](http://www.normandale.edu/arac)

**Application Deadline:** Friday January 30th at 4:00 pm. Contact the America Reads and Counts Coordinator, Nilvia Brinkley at (952) 358-8118 or nilvia.brinkley@normandale.edu with questions.

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**Adult Options in Education**

[www.adultoptions.org](http://www.adultoptions.org)

**Agency Description:** Free, local classes include English as a Second Language, Adult Basic Education (for adults who want to acquire or improve their math, reading, grammar or writing skills), Family Learning (for parents who want to learn English while their children under age 7 participate in a fun learning environment) and GED preparation and testing.

**Job Description:** Most volunteers tutor GED and English as a Second Language adult students in the classroom. Volunteers may help with reading, writing, computer skills and more. Volunteers can assist with childcare and with their distance learning program. Volunteers may also help with outreach, marketing, and program assessment.
How to Apply:

Tutoring Opportunities:
Contact the lead teacher at the school district community center that works best for you:
Minnetonka: Mayo Hart: 952-401-6839
St. Louis Park: Elizabeth Miller 952-928-6207
Hopkins: Margaret Genereux: 952-988-4096
Or email adultoptions@hopkinsschools.org

Outreach/Marketing/Assessment Opportunities:
Contact Jane Kono at Jane.Kono@hopkinsschools.org or by phone at 952-988-5343.

Good in the ‘Hood:

www.goodinthehood.org

Agency Description: Good in the 'Hood is an organization dedicated to intentional acts of kindness that can simply make a difference in one life, one family, and one community at a time.
We invite you to take a look at our programs, and to partner with us as we seek to inspire a contagious momentum of kindness in the urban and suburban communities. Our Food in the 'Hood distribution is the 1st and 3rd Tuesdays of each month.

Job Description: Just a positive can-do attitude with appropriate work clothing (no open-toed shoes) is all you need.
Food in the 'Hood set-up and distributions are the 1st and 3rd Tuesdays of each month. We have 2 volunteer shifts available:
12-4:30 pm (unloading trucks, set-up facility, pre-bagging produce, cleaning, administrative work, etc.)
4:30-9:30 pm (serving meals, distributing groceries, carrying boxes of food, childcare opportunities, cleaning, administration, etc.)

Location: Cedarcrest Church 1630 E. 90th St. Bloomington, MN 55425.

How to Apply:
1) Fill out the online application at www.goodinthehood.org/volunteer.html. Select and fill out the “Service Hour Volunteer” application. Under the “Service Options” field you must write that you are a Normandale student and how many service-learning hours you must complete.
If you have any questions, please contact Darlene or Darrius, Volunteer Coordinator, at info@goodinthehood.org or call (612) 217-4003.
Bridging:

www.bridging.org

Agency Description:
Bridging was founded on one simple, yet powerful idea – that together we can create a bridge between those in need and those with excess. Now, over 28 years and nearly 50,000 square feet later, Bridging is the largest furniture bank in North America. Driven by volunteers and donations of furniture and household goods from the community, Bridging has furnished over 60,000 homes since 1987. To serve as many people in need as possible, we work with a network of over 150 referring agencies, including social service and non-profit organizations, who refer clients to us.

It’s time to take action today! We rely on volunteers to do just about everything at Bridging. In addition to being a great way to give back to those in need, volunteering is a terrific opportunity for team building, socializing and staying active. Through the effective reuse of donated items, Bridging improves lives by providing quality furniture and household goods to those transitioning out of homelessness and poverty. We serve over 80 households, over 240 people, each week who are given a sense of dignity as they rebuild their lives. Visit our Facebook page and YouTube channel, BridgingMN, and see volunteers in action!

Job Description:
Warehouse Assistants Wanted

General Tasks;
- Move donated furniture, bags and boxes throughout the warehouse.
- Restock shelves for client shopping.
- Accept community donations at the dock door.
- Load and unload vehicles.
- Lifting required; carts and dollies available.
- “Field trips” in the community to pick up donations (must be 18+ to go on trucks)

Warehouse Assistant schedules;
Set a regular weekly schedule OR rotate from week to week/flexible scheduling. Current openings and schedules will be covered in your orientation tour.

Monday - Thursday: 8:00 - 11:30am, 9:30 - 1:00pm, 12:00 - 3:00pm, 3:00 - 6:00pm OR 12:00 - 6:00pm (Some 6-hour shifts will be available during the semester).
Friday: 9:00 - 12:00pm OR 12:00 - 3:00pm
Saturday: 9:00 - 12:00pm OR 12:00 - 3:00pm

*Additional options available: Contact the Bridging Team for more details. Additional openings will be offered at the tour.

A minimum of 20 service hours is required per volunteer/semester. All shifts are booked in advance. No drop-in volunteering. Visit bridging.org for more program details and a complete list of our donation needs.

How to Apply:
1. Choose a Bridging Location (map & directions at www.bridging.org)
   Bloomington: Please contact Dave at 952-460-3750 or dave.rannow@bridging.org
   Roseville: Please contact Wendy at 651-319-9295 or wendy.erickson@bridging.org
2. Contact your selected location to RSVP for a new volunteer tour.
   Tours offered weekly and lasts about 30 minutes. At that time you will be able to check availability and schedule shifts. All hours are scheduled in advance.
3. All volunteers must complete a volunteer profile (available at www.bridging.org)
**Martin Luther Campus:**

**Agency Description:** The Martin Luther Campus has been providing service to seniors for over 50 years, offering a continuum of services to help older adults live more independent, healthful, secure and meaningful lives. The campus is located in a serene neighborhood on the Minnesota River Bluffs just minutes from the Mall of America and airport. The campus provides assisted living, adult day services, long-term skilled nursing care and memory care for residents and participants who may need daily structure, assistance and ongoing medical care. Our short-term rehabilitation area offers therapies that enable individuals to regain strength to return to their previous living settings. Our care areas encourage residents to live life to the fullest by taking part in art, music, dance and clay classes as well as other activities and spiritual care.

**Position Description:** As a volunteer you will have opportunities to assist with many programs and interact meaningfully with these vital seniors.

How to Apply: Application Process for Martin Luther Campus

Go to our website at www.martinluthercampus.com

Go to the "Get Involved" heading.

Click on Volunteer.

Scroll down to Volunteer Application Form 2013.

Print off and complete the application.

Mail or bring the completed application to Volunteer Director, at 1401 East 100th Street, Bloomington, MN. 55425.

Your background check will be forwarded to the Department of Human Services. When the background check results are returned (about one week), I will contact you to schedule new volunteer orientation.

Please feel free to contact the Volunteer Director, Sally Peterson at (952) 948-5173 or at speter31@fairview.org with questions.

Orientation dates are Thursday, January 29th at 4:00pm and Friday, January 30th at 10:00am in the conference room at Martin Luther Care Center, 1401 East 100th Street, Bloomington, MN. 55425 ph. (952) 888-7751. If either of these times do not work for your schedule, contact the Volunteer Director, Sally Peterson at speter31@fairview.org or (952) 948-5173 to arrange another time.

**Minnesota Historical Society History Day**

http://education.mnhs.org/historyday/

**Agency description:** Minnesota's History Day competition is one of the most vibrant in the nation. Each year 25,000 students around the state explore historical topics through projects one of five categories: exhibits, performances, documentaries, websites or papers. Volunteer judges positively impact students’ education by conducting interviews, evaluating work and providing written feedback to participants. The work of nearly 700 volunteer judges helped foster a strong Minnesota team to great success in 2014. The 2015 season begins soon!
Position description: History Day judges share their experiences in a short video at [http://education.mnhs.org/historyday/judges](http://education.mnhs.org/historyday/judges)

Evaluating History Day projects is interesting and rewarding for you - and it really helps young people develop their skills and abilities. History Day judges review entries in their preferred category, give students feedback and select which projects advance from the regional to the state and national events.

Volunteer for as little as one five-hour shift or multiple days at more than one event. Or, judge papers or websites from home. An orientation will be provided event days. An optional, in-depth training is offered at the Minnesota History Center on three different dates:

- Tues., Feb. 17: 6 - 7:30 p.m.
- Sat., Feb. 21: 10:30 a.m. - 12:00 p.m.
- Tues., Apr. 14: 6 - 7:30 p.m.

RSVP to Jill Hengstler at Jill.Hengstler@mnhs.org or 651-259-3429.

Most of the History Day events are in March and State History Day is on Saturday, May 2. Event schedule can be found on the history day webpage.

How to Apply: “Sign up to judge” between now and February 28 at [http://education.mnhs.org/historyday/forms/judge-sign](http://education.mnhs.org/historyday/forms/judge-sign). Remember to state your affiliation with Normandale Community College on the form. Contact Jill Hengstler at Jill.Hengstler@mnhs.org or 651-259-3429 with questions.
Service-Learning Steps to Success

www.normandale.edu/cee

Choose a Community Partner: Visit www.normandale.edu/cee for information about our service-learning partners. Helpful information is located under the “Courses,” “Key Partners,” and “Nursing” links. If your site is not on our list, it MUST BE APPROVED by your instructor.

Apply with the Community Partner: Follow the “How to Apply” steps in the partner description. Inform the partner that you are a Normandale service-learning student and about the number of hours you need to complete. Fill out the partner’s application (if required). Set up a training time (if required) and schedule your service hours. Make sure your schedule works with the partner’s needs and that you’re able to complete the required hours before the deadline.

Register On-line: Once you have completed Step 2, register online at www.normandale.edu/cee. Information you will need: email address; Student ID number; term; professor name; the community partner(s) you will be serving with; and class with section number: ______________________

IF YOU ARE UNDER 18 – PRINT OUT the waiver form, THEN click “Submit”. Get a parent/guardian signature on the printed waiver form and return the waiver to C1066.

Deadline to Register Online: ______________________

Complete and submit your service hours: Complete the number of hours required by your professor and by the partner. The Community Partner must EMAIL a confirmation of your completed service hours to the Center for Experiential Education: servicelearning@normandale.edu (must be sent from an organization email address and include your total hours) OR you can turn in paper documentation of your hours to C1066 (must be on letterhead, signed by your site supervisor, and detail the total hours).

Deadline to Turn in Hours:

Questions?

Contact the Center for Experiential Education Office: C1066 (952) 358-8119
Paige Wheeler, Lead Experiential Education Coordinator paige.wheeler@normandale.edu (952) 358-9074
Gina Montilino, Experiential Education Coordinator gina.montilino@normandale.edu (952) 358-8677
Nilvia Brinkley, Experiential Education Coordinator nilvia.brinkley@normandale.edu (952) 358-8118
Service-Learning Flowchart

Listen to partner classroom presentations
(Online students look at the service-learning handout)

Decide which partner is the best fit for you

Contact the partner site and make sure your schedule fits with their needs

Fill out any paperwork the site requires

Register online with the Center for Experiential Education at www.normandale.edu/cee

Do the service. Make sure you and/or the site document your service hours

Have the site supervisor email hours to servicelearning@normandale.edu or turn in signed letterhead with hours in to C1066 by the hours deadline