

Community Service Work Study Agencies 2021

Bethesda Mission

Harrisburg, PA

Mission: Since 1914, Bethesda Mission has been a missionary arm of the local church, reaching out to men, women, and children of all races, nationalities, and creeds, providing the poor and homeless with shelter, food, clothing, sharing the good news of Jesus Christ, and discipling them in the Christian life.

Population Served: Children, Adult, Older Adults (65+), Rural, Urban, Homeless or at risk for homelessness, those who are hungry, the poor

Job Title 1: Front Desk Receptionist (2 positions available)

Job Description: This is simply an idea of a job that could possibly be available... our women's shelter will go through a huge transition over the summer, and we do not yet know all of the opportunities that will open up once they are in their new facility. The duties of someone at the front desk will include answering and directing phone calls, monitoring the front door, checking in visitors and volunteers, etc.

Days and Hours Available: Shifts between 8:30- 8:00 M-F, lots of availability/ flexibility

Job Title 2: Program Assistant (4 positions available)

Job Description: The student will serve from about 3:00-6:00pm helping children with their homework, aiding the classroom staff with activities and feeding the children dinner/snack. This opportunity would be very interactive with children or teens, as well as Bethesda staff at our Community Center.

Days and Hours Available: M-TH, 3-6pm

Clearances: PA Child Abuse, PA Criminal Background, FBI Fingerprints (Clearances using DHS Volunteer Service Code (1KG6ZJ), Dpt. Ed. Colleges/ Universities Teacher Ed. Program Code (1KG6RT), or a different code accepted). Clearances must be less than 5 years old.

Contact Information: Rebecca Clymer 717-257-4442 rclymer@bethesdamission.org

Boys & Girls Club of Lancaster

229 W. Lemon Street, Lancaster / 248 Locust Street, Columbia / 335 Dauphin Street, Lancaster

Mission: Our mission is to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.

Population Served: Children, Urban, Homeless or at risk for homelessness, Refugees

Job Title: Youth Program Assistant (15 positions available)

Job Description The student will assist with a variety of hands-on activities for youth, ages 6-12. Program areas include arts, sports & recreation, health & life skills, education & career, and character & leadership.

Days and Hours Available: Monday-Friday between 3-7 PM

Clearances: PA Child abuse, PA Criminal background, FBI Fingerprint (Clearances using DHS Volunteer Service Code (1KG6ZJ) accepted), Mandated Reporter Training

Contact Information: 717-381-4702 Mary Reidy mreidy@bgclanc.org

Children's Playroom of Lancaster County

701 College Ave. Elizabethtown, Pa 17022

Mission: Children's Playroom is a non profit agency providing parents of young children with the essential support to become effective parents in today's world.

Population Served: Children, Adult, Rural, Urban, Single Young Moms

Job Title: Web Design (1-2 positions available)

Job Description: Helping to develop and update website for Children's Playroom of Lancaster Co.

Days and Hours Available: Days and hours are to student's flexibility.

Clearances: PA Child Abuse, PA Criminal Background

Contact Information: 7174398370 VICKI DOLAN vickidolan@gmail.com

Elizabethtown Area Chamber of Commerce

3 North Market, Elizabethtown, PA 17022

Mission: To advance sustainable business and commerce in the Elizabethtown area.

Population Served: Entire population of Elizabethtown area

Job Title: Community Liaison

Job Description: Make contact with individuals in various segments of the community to determine the accuracy of information, specific needs of the segments, and input for community improvements. In person and remote

Days and Hours Available: Flexible

Clearances: None

Contact Information: Bob Price 717-361-7188 bprice@elizabethtowncoc.com

Elizabethtown Area Communities that Care

61 E Washington St, Elizabethtown, PA 17022

Mission: Elizabethtown Area Communities That Care is a community-based, non-profit organization dedicated to improving the lives of children, youth and families in the Elizabethtown Pennsylvania area. Our research-based programs and services are designed to nurture the physical and emotional well-being of youth and families. Our focus is aimed toward the prevention of drug, alcohol and substance abuse, bullying, truancy, school drop-out, violence, teen pregnancy and other high-risk behaviors in a manner that is collaborative, evidence-based, ethical, innovative and tailored to meet the community's needs

Population Served: Children

Job Title: Student Mentor (4 positions available)

Job Description: Mentor intermediate and middle school students, assist with set up, participate in group debrief before/after sessions

Days and Hours Available: Dates of mentor programs are TBD

Clearances: PA Child Abuse, PA Criminal Background

Contact Information: 717-341-7961 Allison Bridgeman allison@eactc.org

Elizabethtown Community Nursery School (ECNS)

777 South Mount Joy St Elizabethtown, PA 17022

Mission: Early Education Program

Population Served: Children

Job Title: Classroom Assistant (4-5 positions available)

Job Description: Assisting teachers with non-teaching duties and interacting one-on-one with preschoolers

Days and Hours Available: M-F 9:00-12:00, Possibly MTW 12:30-3:30

Clearances: PA Child Abuse, PA Criminal Background, FBI Fingerprints (Clearances using DHS Volunteer Service Code (1KG6ZJ) and Dpt. Ed. Colleges/ Universities Teacher Ed. Program Code (1KG6RT) accepted)

Contact Information: Kathy Horning 717-367-6772 khorning@etowncns.org

Elizabethtown College Science in Motion

1 Alpha Drive Elizabethtown, PA 17022

Mission: To provide teachers quality, hands-on science equipment

Population Served: Children, Adult, Rural, Urban

Job Title: Lab Assistant (1-2 positions available)

Job Description: Inventory equipment, clean equipment, help prepare labs etc.

Days and Hours Available: M-F 9-3

Clearances: None

Contact Information: Wendy Martin 717-361-1305 martinw@etown.edu

Elizabethtown Child Care Center

777 S. Mount Joy St Elizabethtown, PA 17022

Mission: To create affordable, high quality child care to the Elizabethtown area.

Population Served: Children

Job Title: Teachers Aid (4-5 positions available)

Job Description: Assisting classroom teachers with learning activities and routine care for children which may include diapering, feeding...

Days and Hours Available: Monday through Fridays any hours between 7:00 am to 5:30pm

Clearances: PA Child Abuse, PA Criminal Background, FBI Fingerprints (FBI clearance code is 1KG738),

Out of state clearances for anyone residing out of PA in the last 5 years, Mandated Reporter and Health and Safety (online) trainings due within 30 days of start date, NSOR

Contact Information: 717-361-9824 Kristi Long klong@etownchildcare.org

Elizabethtown Community Housing & Outreach Services (ECHOS)

61 E. Washington St. Elizabethtown

Mission: ECHOS is a social services agency that acts as a community gateway to connect families and individuals experiencing or at-risk for homelessness with urgent and long-term services in the greater Elizabethtown area.

Population Served: Children, Adult, Older Adults (65+), Rural, Homeless or at risk for homelessness

Job Title: Enrichment Center Staff (5 positions available)

Job Description: Clerical, monitoring computer lab, assisting the administrative assistant with tasks, help organize donations.

Days and Hours Available: Mon, Wed, Thurs, Fri, 9 am- 4 pm Tues noon- 4 pm

Clearances: None

Contact Information: 717-361-0740 ext 200 Beth Dreyer-DeGoede office@echoslanaster.org

Elizabethtown Historical Society

57 S Poplar St Elizabethtown Pa 17022

Mission: preserve and promote the understanding of historical heritage of Elizabethtown area

Population Served: Children, Adult, Older Adults (65+), Rural, Urban

Job Title: Research and computer communication & data (2 positions available)

Job Description: data entry, compile lists , mailings, record any calls in coming on inquiries, research information requested , assist in cataloging artifacts of collect

Days and Hours Available: Tuesday and Thursday any time between 1pm to 7 pm

Clearances: none

Contact Information: Dixie Kaley, 717-361-9382 , dxkaley@yahoo.com

Elizabethtown Public Library

10 S Market St Elizabethtown, PA 17022

Mission: Elizabethtown Public Library is Making Dreams Come True: Educating, Empowering, Enriching the Greater Elizabethtown Are by Stimulating learning, literacy, and the acquisition of knowledge through provision of educational, informational and recreational books, resources, and programs.

Population Served: Children, Adult, Older Adults (65+), Rural, Homeless or at risk for homelessness

Job Title 1: Library Volunteer or Children's Services Assistant (4 positions available)

Job Description: Provide assistance to the public at the main desk by answering questions, helping with copies and faxes, and facilitating items coming in and going out of the Library. Compiling data on library use. Preparing materials to support Library programming. Assisting with adult and children's programming. Maintaining library materials.

Days and Hours Available: regular Library hours: Monday, Wednesday and Friday 10am-2pm, Tuesday and Thursday 10am-7pm, Saturday 9am-4pm.

Job Title 2: Library Volunteer

Job Description: Assist with Library Annual Book Sale, Assist with Annual Craft Fair

Days and Hours Available: 9/7 10am-7pm, 9/8 10am-2pm, 9/9 10am-7pm, 9/10 10am-8pm, 9/11 9am-4pm

Clearances: PA Child Abuse, PA Criminal Background

Contact Information: 717-367-7467 x 29 Dorinda Nolan dnolan@etownpubliclibrary.org

Faithful Homes

1467 Lancaster Rd Manheim, PA 17545

Mission: Our mission is to provide revolutionary supports to individuals with intellectual and/or developmental disabilities to promote their independence

Population Served: Adult

Job Title: DSP (Direct Support Professional) (1 position available)

Job Description: Provide Support & Care to one of our Residents. Chat with our resident virtually over zoom. Get to know one of our residents and brainstorm activities for you both to participate in. Meet with one of our residents in person.

Days and Hours Available: M-F. 7AM-3PM

Clearances: PA Child Abuse, PA Criminal Background

Contact Information: 717-814-1113 Will Blair Willb@faithfulhomespa.com

GEARS

70 S. Poplar Street, Elizabethtown PA 17022

Mission: Provide recreation, continuing education and social service activities/programs for the children, youth and adults of the participating municipalities in a fiscally responsible manner.

Population Served: Children, Adult, Older Adult (65+), Rural, Urban, Homeless or at risk for homelessness, Refugees

Job Title: Assistant Program Coordinator (2 positions available)

Job Description: Assistant Program Coordinator will assist in recreation office with planning and programming of local recreation classes and programs. Assistant Program Coordinator will monitor and evaluate classes and programs. Assistant Program Coordinator will assist with special events for our community.

Days and Hours Available: Position is flexible and can be daytime or evening hours.

Clearances: PA Child Abuse, PA Criminal Background, FBI Fingerprints (Clearances using DHS Volunteer Service Code (1KG6ZJ) and FBI Affidavit accepted)

Contact Information: 717-367-0355 Karen Eberly KarenEberly@GetintoGEARS.org

Girl Scouts in the Heart of PA

350 Hale Avenue, Harrisburg, PA 17104

Mission: To build girls of courage, confidence and character who make the world a better place.

Population Served: Children

Job Title: Troop Leader

Job Description: lead a troop of girls and help them find out what they enjoy doing, grades K-12

Days and Hours Available: Open

Clearances: PA Child Abuse, PA Criminal Background, FBI Fingerprints (FBI Affidavit accepted), GSHPA prescreen

Requirements: \$25 Adult Girl Scout Membership

Contact Information: Sharon Sherick, sherickss@etown.edu

Girls on the run of Lancaster and Lebanon

1062 Manheim Pike, Lancaster, PA 1761

Mission: We inspire girls to be joyful, healthy and confident using a fun, experience-based curriculum which creatively integrates running.

Population Served: Children (Girls in 3rd- 8th Grade), Rural, Urban

In Person Opportunities: We are always in need of volunteer coaches to assist with facilitating Girls on the Run (GOTR) curriculum and serve as positive role models and mentors for program participants (3rd - 8th grade girls). Volunteers must be able to attend a full day (4-5hr) coach training session and

complete some on-line training. Practices are 1.5 hours in length and are held twice a week. Practices are normally held right after school anywhere between 3 PM and 5:30 PM.

Clearances: Childline Child Abuse, PA Criminal Background, FBI Fingerprints (FBI Affidavit accepted), In person and on-line coach training. **We only require the FBI clearance for volunteers who have not lived in the state of PA for the past 10 consecutive years. All other clearances are offered and paid for by GOTR of Lancaster, if needed.**

Contact Information: 717-869-5655 Jennifer West and Kylie Homan Jennifer.west@girlsontherun.org and Kylie.Homan@girlsontherun.org

Haldeman Mansion Preservation Society

Bainbridge, PA 17502

Mission: To restore the mansion

Population Served: Children, Adult, Older Adults (65+), Rural, Urban

Job Title: Research (1-4 positions available)

Job Description: Write an article based on what you learn. Remote

Days and Hours Available: Flexible

Clearances: FBI Fingerprints (Clearances using Dpt. Ed. Colleges/ Universities Teacher Ed. Program Code (1KG6RT) accepted)

Contact Information: 717-426-3794 Elaine Jackson elainekjackson1936@comcast.net

Hands Across the Street

Columbia, PA

Mission: to serve the people of Columbia and the surrounding area who come seeking assistance toward a better life

Population Served: Urban, under-resourced

In Person Opportunities:

Supervisor Regina: At the shelter, they have 2 options: M-F 9am-2pm, and 7 days a week 6-9pm. Do not have to be there all 5 or 7 days, and can do any part of those hours with only some days a week or some times. It is somewhat flexible. The hope would be to be there for anything the guests would need including computer help, someone to talk to, play games, and general interaction with guests. No clearances need or training required.

Supervisor Jenn: - At the clothing bank, **help is need Monday/Tuesday from 9:30-11:30 to sort clothes,** and help is need Tuesday evenings from 5-7 because that is when the community comes. This time would be spent interacting with the guests while they choose clothes. No clearances need or training required.

Supervisor Jenn: At the food bank/soup kitchen, help is need M-F from 10am-12:30pm. There is also a community meal every first and Sunday from 4-7pm. Help is needed to serve to go food and interacting with guests. **Help is also need at the food pantry to unload the truck in the mornings at 8:30 until whenever able or until done.** No clearances need or training required.

316 Locust Street Columbia, PA

Supervisor Faith: More info coming. In October, there will be an after-school program from 3:30-5 for any school aged children and help is needed to guide the children through planned activities. Clearances required.

Clearances: Childline Child Abuse, PA Criminal Background Check, FBI Fingerprints (FBI Affidavit accepted) – need for after school program only.

Contact: Lynn Mull columbiahandsacrossthestreet@gmail.com

Mt Hope Nazarene Retirement Community- ALL SPOTS FILLED

3026 Mt Hope Home Road, Manheim, PA 17545

Mission: To care for seniors in a skilled nursing facility, some of whom have no where else to go. We are faith-based and called to care for "the least of these".

Population Served: Older Adults (65+)

Job Title: Video Chat partner (3 positions available)

Job Description: First the student will fill out volunteer paperwork. Then the student will send an old fashioned us mail letter, which the residents love, introducing themselves and asking ice-breaker questions. Then the student will participate in weekly video chats with the resident until their hours for this program are maxed out.

Days and Hours Available: Monday and Friday mornings or afternoons.

Clearances: PA Child Abuse, PA Criminal Background, Volunteer Paperwork, One-Hour Validation
Training via Zoom

Contact Information: 717-665-6365, (ext.-234) James Day, Life Enrichment Director

jday@mthopenazarene.org

Mural Arts Philadelphia

2106 South 8th Street

Mission: Community Arts and Behavioral Health Outreach

Population Served: Children, Adult, Older Adult (65+), Urban, Refugees

Job Title: Tutor

Job Description: Tutoring refugee and immigrant students from Philadelphia school district

Days and Hours Available: Flexible

Clearances: PA Child Abuse, PA Criminal Background

Contact Information: 215-370-8119 Melissa Fogg melissa.fogg@muralarts.org

Northwest EMS, Inc.

380 W Bainbridge St PO Box 384 Elizabethtown, PA 17022

Mission: To improve the quality of life within our service area by providing 24-hour basic and advanced life support and offering educational programs relating to emergency health services.

Population Served: Anyone requiring our services

Job Title: Intern or Observer (2 positions available)

Job Description: The student may help with administrative duties with station/vehicle cleaning and observing emergency care of patients on the ambulance. There may also be opportunities to assist with community outreach events as they are scheduled. If the student is certified as an Emergency Medical Technician, there is the opportunity to provide hands on patient care under direct supervision of the crew members.

Days and Hours Available: any day, any hours

Clearances: PA child Abuse, PA Criminal Background, FBI Fingerprints (Clearances using DHS Volunteer Service Code (1KG6ZJ) and Dpt. Ed. Colleges/ Universities Teacher Ed. Program Code (1KG6RT) accepted, **only required if student resides outside of PA)**

Contact Information: 717-361-8220 Suzette Kreider skreider@nwems86.org

PA Migrant Education Program - Lancaster and Lebanon County

220 N Prince St. Millersville, Pa 17551

Mission: The Pennsylvania Migrant Education Program will assist migrant students and their families in overcoming the barriers created by their move into a new school district and community. We will make the best educational services available to our students by offering supportive services to the school districts where they reside, by encouraging migrant parents to become involved in their children's education, and by providing our students with comprehensive academic and emotional support.

Population Served: Children, Adult, Rural, Urban, Homeless or at risk for homelessness, refugees

Job Title: SSS Assistant (10 or less students available)

Job Description: Assist our student support specialist in providing tutoring opportunities to our migrant students either before school, after school, Saturday programs, and during lunch periods.

Days and Hours Available: Flexible hours throughout the day and after school during the school year.

Clearances: PA Child Abuse, PA Criminal Background, FBI Fingerprints (Clearances using Dpt. Ed. Colleges/ Universities Teacher Ed. Program Code (1KG6RT) or different code accepted), Mandated Reporter Training

Contact Information: 717-615-6948 Amanda Guzman amanda.guzman@millersville.edu

Winters Heritage House Museum

47 East High Street, P.O. Box 14, Elizabethtown, Pa 17022

Mission: Preserving and presenting Elizabethtown History

Population Served: Children, Adult, Older Adults (65+), Rural, Urban

Job Title: Social Media Manager (1 position available)

Job Description: Updating the museum website, putting promotional information out via Facebook and other media services, and generally assisting with museum office efforts.

Days and Hours Available: Weds, Thurs, Fri, 10 am- 3 pm

Clearances: None

Contact Information: 717 367-4672 Nancy Landis Nancy@ElizabethtownHistory.org