**Community Work Study Agencies 2022-23**

Agencies are organized by category, and from shortest to longest distance from campus.

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**Childcare & Youth After-School Programs**

***Elizabethtown Child Care Center***

777 S Mount Joy St Elizabethtown, PA 17022 (0.3 miles from campus)

Mission: We are committed to providing high quality, educational, safe, and affordable early learning to families of the Elizabethtown area. We build warm, welcoming, and supportive classrooms for children of all abilities, backgrounds, and experiences.

Population: Children

Job title: Teacher's aide

Job Description: Assisting classroom teachers with classroom duties and caring for children which may include diapering.

Days and Hours: Monday through Friday 7:00am - 9:00am; 11:00am-1:00pm; 3:00pm-5:30 pm

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(FBI Clearance code 1KG738);* National Sex Offender Registry.

***Elizabethtown Community Nursery School (ECNS*)**

777 S Mount Joy St Elizabethtown, PA 17022 (0.3 miles from campus)

Mission: Licensed preschool providing early education to children ages 3-5.

Population: Children.

Job title: Classroom assistant

Job Description: Assist staff with non-teaching classroom duties, interact one-on-one with preschoolers while helping with art projects, playing games, reading books and having fun.

Days and Hours: Monday through Friday 9:00am-12:00pm

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); Clearance using the DHS Volunteer Service Code (1KG6ZJ)).*

***Elizabethtown Area Communities that Care (PEP)***

61 E Washington St, Elizabethtown (1.1 miles from campus)

Mission: Our research-based programs and services are designed to nurture the physical and emotional well-being of youth and families and promote the prevention of drug, alcohol and substance abuse, bullying, truancy, school drop-out, violence, teen pregnancy and other at-risk behaviors in a manner that is collaborative, evidence-based, ethical, innovative and tailored to meet the community’s needs.

Population: Children.

Job title: Mentor

Job Description: We are seeking mentors for Club Ophelia (bullying prevention program for female-identified students), PEP Club (after-school club for at-risk students), and Connections Homework Helpers (homework help/tutoring for MS students). Mentor elementary and middle school youth through school-based clubs, assist in set up and clean up, and assist in designing activities / providing homework help for students

Days and Hours:

Club Ophelia: Wednesdays 3:30pm-5:00pm, 10/05/22 - 11/16/22
PEP Club: Tuesdays 3:30pm-5:00pm, 09/27/22- 05/02/23
Connections Homework Helpers: Thursday, anytime between 1:45pm-3:30pm, 09/27/22 – 05/02/23

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints (*FBI Affidavit (PA Resident for past 10 consecutive years*)

***GEARS Community Center***

70 S. Poplar St Elizabethtown, PA 17022 (1.3 miles from campus)

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: Children; Older Adults (65+); Adult.

Job title: Facility monitor

Job Description: monitor hallways to assist program participants. meet instructors, make sure they have everything that they need for the class. light cleaning.

Days and Hours: Monday through Friday 4pm-6pm. Mondays 6pm-10pm-- includes setting up volleyball nets. Fridays 5:30pm-8pm

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background.

***Boys & Girls Club of Lancaster***

116 S. Water Street, Lancaster, PA 17603 (19 miles from campus)

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: Children; Urban; Homeless or at risk for homelessness.

Job title: Service-Learning Intern

Job Description: Gain fun, hands-on service hours by assisting our staff in a variety of activities for youth, ages 6-12. Potential service areas include the gym, games room, art studio, Supper Club, tutoring, and educational activities.

Days and Hours: Monday-Friday, 3pm-6pm

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(Clearance using the DHS Volunteer Service Code (1KG6ZJ)); Mandated Reporter Certificate.*

***The Joshua Group***

1442 Market Street, Harrisburg, PA 17103 (20 miles from campus)

Mission: Providing hope and support to at-risk youth in Harrisburg primarily through educational and vocational opportunities.

Population: Children; Urban.

Job title: J-Crew After-school Program Tutor

Job Description: Complete required training and obtain required clearances (Child Abuse, PA Criminal History Check (PATCH), and Federal Criminal History (fingerprinting)). Be punctual for all tutoring sessions; notify J Crew staff when you must miss a session. Provide academic assistance, remediation assistance, and/ or assist with enrichment activities for students as directed by J Crew staff. Attend J Crew Program staff meetings and/or trainings as necessary. Assist or facilitate students participating in community events. Maintains commitment to the mission of providing hope and support for at-risk city youth primarily through educational and vocational opportunities.

Days and Hours: Monday through Thursday 2:30pm-5:30pm

Remote Options Available: None

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(FBI Affidavit (PA Resident for past 10 consecutive years); Clearance using a different code; 1KG6V5)*

**Coaching, Mentoring, & Tutoring**

***Attollo Prep***

8 W King Street Lancaster PA (19 miles from campus)

Mission: Our mission is to support success-oriented students from diverse backgrounds in their pursuit of academic achievement, empowerment and social engagement.

Population: Children; Emerging, college-aged adults

Job title: Attollo Recruit Intern

Job Description: Attollo Recruit is our selective six-week onboarding program for juniors in high school within our ten partner schools. This program determines whether students will become Attollo scholars, including the benefits of attending college-prep programming, college tours, and career readiness workshops throughout their junior and senior years. Every week, students learn about the six Attollo pillars through introspective activities geared toward college prep and future planning. In the end, students also learn how to solve the Rubik's cube in under 90 seconds, representing an authentically challenging task that students learn to do exceptionally well. The Recruit Intern will be part of a team of three or four, and they will be vital in facilitating activities, mentoring students, and planning future sessions for the duration of the program.

Days and Hours: Tuesday through Thursday between 4:30am – 8am for six weeks. Two hours a week for planning, which can be planned according to the team's availability.

Remote Options Available: No

Clearances: PA Criminal Background; PA Child Abuse; FBI Fingerprints *(Clearance using a different code; FBI Affidavit (PA Resident for past 10 consecutive years); Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); Clearance using the DHS Volunteer Service Code (1KG6ZJ); Clearance received prior to the new system (created November 2017))*

***Aaron’s Acres***

1861 Charter Lane, Suite 114 Lancaster 17601 (21.3 miles from campus)

Mission: Aaron’s Acres provides individuals with disabilities ages 5-21 year-round therapeutically based age-appropriate recreational programs directed by specially trained and certified staff in a supportive environment that enhances socialization and communication skills. Emotional, educational, and recreational support is offered for the entire family.

Population: Children; Adult.

Job title: Counselor

Job Description: Student will work 1:1 or 1:2 with children or young adults with disabilities. Dependent on the program working the activities will include, but are not limited to arts & crafts, games, recreational outings such as bowling, corn maze, dance, etc.

Days and Hours: Two programs available:

1) One Friday night per month for 7 months--5:30pm-8:30pm with older adolescents (13–21-year-olds) in the community. Activities include bowling, dance, corn maze, Hershey Park, etc. All entrance fees paid by Aaron's Acres.
2) One Saturday night per month for 7 months--4:30pm-8:00pm with 5–12-year-olds working through a schedule of games, crafts and activities. Dinner served.

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints (*Clearance using a different code; FBI Clearance service code—1KG756)*

***Easterseals***

2550 Kingston Road, suite 219 York, PA 17402 (22.6 miles from campus)

Mission: Easterseals Western and Central Pennsylvania is leading the way to 100% equity, inclusion, and access for people with disabilities, families and communities.

Population: Adult; Children; Older Adults (65+); Rural; Urban; military families.

Job title: Recreation Assistant

Job Description: Recreation Assistants are responsible for the organization and implementation of community-based recreational programs for participants with disabilities. Supervise activities to ensure participant safety; identify individual goals and ensure participants have an enjoyable time; execute and lead the program activities; be willing and able to participate in the activity; identify the care needs of each participant and provide appropriate support.

Days and Hours: Sunday 1:00pm-3:00pm; Monday 10:00-1:00pm; Thursday 5:00pm-6:30pm; Friday 6:00pm-7:30pm; varying Saturdays

**OR**

Job title: Camp Counselor

Job Description: Camp counselors are responsible for the day-to-day tasks that directly involve campers. Easterseals currently offers two types of residential programs: Camping for adults with disabilities who are 18 and over and camps for military children who are between the ages of 5-17.

Days and Hours: Friday - Sunday. October 14-16, October 21-23, November 18-20

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(Clearance using the DHS Volunteer Service Code (1KG6ZJ)*

**Hunger & Homelessness**

***Community Cupboard of Elizabethtown***

61 E. Washington Street Elizabethtown PA, 17022 (1 mile from campus)

Mission: To help our neighbors in need! To help those who are food insecure.

Population: Children, Adult, Older Adults, Rural, Urban, Homeless or at risk for homelessness, Refugees

Job title: Shopping Assistant

Job Description: Escort clients through the Cupboard while helping them to make selections of various food and other items. The volunteer will load carts and help clients to unload groceries into their vehicles. Will also help set up perishable food items for the day and put away at the end of the day.

Days and Hours: Wednesday 9:30am-2:30pm Saturday 9:30am-2:30pm

Remote Options Available: No

Clearances: None

***ECHOS***

105 East Washington Street Elizabethtown, PA 17022 (1 mile from campus)

Mission: Mobilize communities to provide services that prevent and alleviate poverty and empower stability in our neighbors.

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

Job titles & Descriptions:

Enrichment Center Associate – Manage the Enrichment Center desk, answering Enrichment Center phone calls, making sure clients sign in, assisting clients with accessing the computer lab, and cleaning/organizing the Enrichment Center.
Development Associate – Helping the Development Director with fundraising events (e.g., putting together silent auction baskets) and marketing (e.g., taking pictures or doing research for Facebook content).
Administrative Associate – Assisting the Executive Director and Administrative Assistant with organizing documents, answering the phone, assisting at the front office, and other tasks related to daily operations.
Shelter Associate – Assist with the preparation for and in the Elizabethtown Emergency Shelter.

Days and Hours:

Enrichment Center Associate – Monday-Wednesday, and Fridays from 9:00am to 3:00pm.
Development Associate –Monday-Friday anytime between 8:30am to 4:30pm.
Administrative Associate –Monday-Friday anytime between 8:00am to 4:00pm.
Shelter Associate – August to December, Monday-Friday from 8:30am to 4:30pm; December through March, 6:00pm to 9:00pm and mornings from 6:30am to 8:30am; April through May, Monday-Friday from 8:30am to 4:30pm.

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(FBI Affidavit (PA Resident for past 10 consecutive years); Clearance using the DHS Volunteer Service Code (1KG6ZJ); Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); Clearance received prior to the new system (created November 2017); Clearance using a different code)*

***Clare House***

344 E Chestnut Street, Lancaster PA 17602 (19.7 miles from campus)

Mission: Clare House transforms the lives of women and their children through an employment-focused program, providing safety, housing, and supportive services with the goal of financial stability.

Population: Adult; Children; Homeless or at risk for homelessness.

Job title: Clare House Internship

Job Description: The Clare House Intern would assist the staff of Clare House in the day-to-day activities involved with running a nonprofit. Tasks may include Move-in preparation for new families, assisting with evening childcare on Monday nights during our Workshop (5pm-7pm), Office duties such as scanning, answering the phone, sorting, and organizing. And this position will help the House Manager with the coordination and intake of in-kind donations especially during the holiday season.

Days and Hours: Monday through Friday 8am-4pm or Mondays 5pm-7.

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(Clearance using the DHS Volunteer Service Code (1KG6ZJ); Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); Clearance using a different code)*

***Church World Service***

308 E King St, Lancaster PA 17602 (19.8 miles from campus)

Mission: Church World Service Lancaster is committed to showing welcome to refugees, immigrants, asylum-seekers and other uprooted people within the United States who are seeking safety and the opportunity to rebuild their lives.

Population: Refugees; Children; Adult; Older Adults (65+); Urban.

Job title: Every Campus a Refuge (ECAR) Liaison

Job Description: Gain an in-depth understanding of ECAR, Champion the idea to faculty, staff, and students, Report to Chloe Corkery and Matthew Johnson, Lay the groundwork for starting an ECAR chapter on Etown’s campus: search for housing, get sign-on from higher ups in the college, cultivate a core group of interested students

Days and Hours: 9am-5pm Monday - Thursday.

Remote Options Available: None

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(Clearance using the DHS Volunteer Service Code (1KG6ZJ); Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); FBI Affidavit (PA Resident for past 10 consecutive years); Clearance using a different code)*

***Lancaster Lebanon Habitat for Humanity***

433 Fairview Avenue Lancaster, PA 17602 (20.2 miles from campus)

Mission: Since 1986, Lancaster Lebanon Habitat for Humanity has been building, renovating and repairing homes, as well as revitalizing neighborhoods, throughout Lancaster and Lebanon Counties. We believe that when individuals and families live in an affordable, stable home, they are better able to secure other essentials and opportunities in life, such as higher education, medical care, nutritious food and job opportunities.

Population: Children; Adult; Older Adults (65+); Rural; Urban; Refugees.

Job title: ReStore Sales Associate

Job Description: Please consider lending your time at ReStore. Our volunteer team has several important roles within our store at varying hours and days. No experience is required! Common tasks may include organizing and sorting donations, cleaning, pricing items, assisting customers in the store, and MORE. Volunteers must complete an orientation before beginning to volunteer.

To learn more about getting involved, please visit our website at <https://lancasterlebanonhabitat.org/restore-volunteer/>

Days and Hours: Tuesday-Friday from 9am-4pm and Saturday 9am-3pm, with occasional evening and weekend opportunities as well.

**OR**

Job title: Construction Crew Volunteer

Job Description: No construction experience is required! Common tasks may include painting, hanging drywall, installing windows/doors, hanging siding, landscaping, and much more! Volunteers must complete an online safety course and waiver of liability prior to arriving on site.

Days and Hours: Wednesday-Saturday from 7:30am-11:30am OR 7:30am-3:30pm

Remote Options Available: Yes

Clearances: Volunteer orientation, two virtual safety trainings, signed waiver

***Lancaster Habitat for Humanity ReStore***

155 Independence Court, Lancaster, PA 17601 (21.1 miles from campus)

Mission: Seeking to put God’s love into action, Lancaster Lebanon Habitat for Humanity brings people together to build homes, communities and hope.

Population: Homeownership; Adult.

Job title: Floor Associate

Job Description: Student will assist customers, help staff in accepting new donations, organizing merchandise, and keep the store tidy. Student may also help run our silent auction or assist on our truck to make pickups in the community.

Days and Hours: Tuesday-Friday from 9am-4 pm and Saturdays 9am-3 pm.

Remote Options Available: None

Clearances: None

***Bethesda Mission***

2101 N. Front Street Building #1 Suite 301 Harrisburg, PA 17110 (27.3 miles from campus)

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 disciplining them in the Christian life.

Population: Children; Adult; Homeless or at risk for homelessness.

Job title: Intern

Job Description: The student will be given different tasks throughout the process of them being at our organization.

Days and Hours: We are flexible depending on what location they are at.

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI *Fingerprints (Clearance using the DHS Volunteer Service Code (1KG6ZJ); If they have lived in PA for 10+ years we use another system called Safe Hiring Solutions).*

**Senior Centers & Direct Client Care**

***Etown Area Senior Center***

70 S. Poplar St. Elizabethtown, PA 17022 (1.3 miles from campus)

Mission: Under the administrative auspices of GEARS, and in accordance with directives established by the Pennsylvania Dept. of Aging, the Senior Center will pursue the following goals: To enhance the dignity, independence, and community involvement of older citizens; To provide good nutritional, social, educational, recreational, and cultural programs for participants; To provide a support system of informational and referral services for those with specific needs; To provide opportunities for learning new skills, personal growth and the sharing of common interests.

Population: Older Adults (65+).

Job title: Senior Center Assistant

Job Description: Depends on student interest and hours available. Small group leader, special interest club leader, cleaning, socialization/discussion leader, lunch monitor (organize/serve/cleanup).

Days and Hours: Monday through Friday 8:00am-4:00pm

Remote Options Available: No

Clearances: None

***Mt Hope Nazarene Retirement Community***

3026 Mt Hope Home Road, Manheim, PA 17545 (9.4 miles from campus)

Mission: To serve seniors in need of skilled nursing care in a faith-based context.

Population: Older Adults (65+); Rural.

Job title: Video Chat Partner

Job Description: They would weekly do two 1/2-hour video chat sessions with two residents.

Days and Hours: Tuesday and Thursday afternoons.

Remote Options Available: Yes

Clearances: PA Child Abuse; PA Criminal Background; One hour of dementia care training from me and will have to read and sign some volunteer paperwork.

***Compassus Hospice***

Lancaster- 2101 Oregon Pike #301, Lancaster, PA 17601 (18.5 miles from campus)

Harrisburg- 2578 Interstate Drive Ste 101, Harrisburg, PA 17110 (23 miles from campus)

Mission: Profoundly advancing the well-being and honoring the dignity of those we serve, helping make the world a better place--one family at a time. Compassus is leading the transformation of healthcare delivery: continuously and measurably improving the quality of person-centered, physician-driven, team-based Healthcare.

Population: Adult, Older Adults, Rural, Urban

Job title: Volunteer

Job Description: Providing companionship, socialization, emotional support and engagement for patients and families throughout nursing facilities and patients homes (if comfortable).

Students would make friendly visits, participate in activities with them, maybe do a puzzle or a life history review.

Days and Hours: Any day at any time

Remote Options Available: Yes

Clearances: PA Criminal Background, FBI Fingerprints *(Using DHS Volunteer Service Code 1KG6ZJ, Department of Education Code 1KG6RT, or Affidavit for PA residents of past 10 consecutive years)*

***Lancaster County BHDS***

Government Center 150 N Queen Street Lancaster, PA 17603 (18.7 miles from campus)

Mission: To this end, we are committed to utilizing precious resources in the most effective and efficient way possible. Our program is dedicated to comprehensive planning and administration of quality community mental health, intellectual developmental disability, and early intervention services.

Population: Adult; Children; Older Adults (65+); Rural; Urban; Homeless or at risk for homelessness; Refugees; Any individual that meets eligibility criteria for Intellectual or Developmental Disability.

Job title: Student Intern

Job Description: Structure of the Internship: Your internship will start with new employee orientation/training. You will then spend time in each of units listed below learning an overview of how each area interacts with the other. If you have a specific area of interest, a more concentrated focus in that area can be arranged.

Administrative Entity (AE) is made up three basic components

Eligibility/Intake: The Eligibility and Intake unit receives referrals from family, schools, medical professionals, and other community agencies. The staff review psychological evaluations and other documents to determine eligibility. Once determined eligible, the intake meeting is held, and the initial assessment of need is made.

Funding: The Intellectual and Developmental Disabilities (IDD) Program receives funding from both state and federal sources: the majority coming from the federal Medicaid Program/Medical Assistance. You will learn what services are allowable, services limits, budget caps, and the authorization process.

Quality Management: The QM unit focus on quality management activities for the AE. We develop and monitor the Quality Management plans for the agency. We head up the risk management team that reviews and provides input for complex cases in crisis. We oversee the IM4Q process and facilitate the relationship between the IM4Q vendor (the Arc) and the SCO. We collect and analyze incident data and monitor trends with individuals and providers. We also collect data for the SCO and send to them for review and action steps. We also qualify new providers and conduct monitoring of existing providers to ensure they are providing services as required by CMS guidelines.

Support Coordinator Organization (SCO)

Support Coordination: Supports Coordinator, formerly known as Case Manager, assist individuals to create a plan, locate services and monitor progress throughout the time working with the Intellectual & Developmental Disabilities Program.

Days and Hours: Our hours of operation are Monday-Friday between 7am-7pm

Remote Options Available: No

Clearances: Drug screening, valid pa license. PA Child Abuse; PA Criminal Background; FBI Fingerprints (*Clearance using the DHS Volunteer Service Code (1KG6ZJ*))

**Science, Technology, & Social Media**

***Science in Motion***

1 Alpha Drive, Elizabethtown (on campus)

Mission: To provide science teachers free research quality equipment and labs

Population: Children, Adult, Rural, Urban

Job title: Equipment and Lab Prep

Job Description: Inventory equipment, clean/put away equipment, refurbish consumables

Days and Hours: Monday-Friday daytime, sometimes can take work with them

Remote Options Available: Possible

Clearances: None

***Elizabethtown Community Nursery School (ECNS)***

777 S Mount Joy St Elizabethtown, PA 17022 (0.3 miles from campus)

Mission: Licensed preschool providing early education to children ages 3-5.

Population: Children.

Job title: Office Assistant

Job Description: We are looking for someone to help with our website and social media platforms.

Days and Hours: Monday-Friday 9:00am-12:00pm, possibly 12:30pm-3:30pm based on fall enrollment.

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); Clearance using the DHS Volunteer Service Code (1KG6ZJ)).*

***Hope Within Community Health, Counseling and Dental Center***

4748 East Harrisburg Pike Elizabethtown, PA 17022 (4.3 miles from campus)

Mission: Hope Within provides free primary medical care, some specialty care, dental care and low-cost mental health counseling to the uninsured residents of Lancaster, Dauphin and Lebanon Counties in Pennsylvania who meet our eligibility requirements.

Population: Children, Adult, Rural, Urban, Homeless or at risk for Homelessness, Refugees

Job title: Social Media/Marketing

Job Description: Hope Within would benefit from a marketing or business major. Though there are thousands of people in our communities that are eligible for our services, we struggle with getting the word out. We would like for a student to be able to enhance and engage the community via various social media modalities.

Days and Hours: Monday-Tuesday 8:30am - 6:30pm; Wednesday 8:30-2:30; Most Thursdays 8:30am-6:30pm; On the first Thursday of the month 12:30pm - 6:30pm; 2nd and 4th Friday 12:00pm - 3:00pm

Remote Options Available: Possible

Clearances: PA Child Abuse, PA Criminal Background, FBI Fingerprints *(Using DHS Volunteer Service Code 1KG6ZJ, Affidavit for PA residents of past 10 consecutive years)*

***Clare House***

344 E Chestnut Street, Lancaster PA 17602 (19.7 miles from campus)

Mission: Clare House transforms the lives of women and their children through an employment-focused program, providing safety, housing, and supportive services with the goal of financial stability.

Population: Adult; Children; Homeless or at risk for homelessness.

Job title: Social Media and Engagement Coordinator

Job Description: Creation of engaging posts for the website, social media, and other community outlets to highlight the work that Clare House does for the Community as well as thank any organizations who perform volunteer work for Clare House. This position would also assist the executive director in writing and sending timely letters of acknowledgment to donors and Community Partners.

Days and Hours: Monday-Thursday: 11am-4pm

Remote Options Available: No

Clearances PA Child Abuse; PA Criminal Background; FBI Fingerprints *(Clearance using the DHS Volunteer Service Code (1KG6ZJ); Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); Clearance using a different code)*

***The Joshua Group***

1442 Market Street, Harrisburg, PA 17103 (20 miles from campus)

Mission: Providing hope and support to at-risk youth in Harrisburg primarily through educational and vocational opportunities.

Population: Children; Urban.

Job title: Marketing assistant

Job Description: Work directly with Executive Director and contracted marketing firm to update website, social media, create marketing campaigns and literature.

Days and Hours: Monday through Thursday 9:00am to 4:00pm

Remote Options Available: None

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(FBI Affidavit (PA Resident for past 10 consecutive years); Clearance using a different code; 1KG6V5)*

**Other**

***Northwest EMS***

380 W Bainbridge Street PO Box 384 Elizabethtown PA 17022 (1.2 miles from campus)

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

Population: Children; Adult; Older Adults (65+); Rural; Homeless or at risk for homelessness; Refugees; Anyone who calls 911.

Job title: Attendant - IF the student is certified as an EMT, there is the opportunity to become a volunteer or part-time paid employee with NWEMS.

Job Description: The student will assist with administrative tasks. They will have the opportunity to become AHA CPR-certified and observe our EMS crews with real patients.

Days and Hours: Monday through Friday, anywhere from 8:00 AM until 5:00 PM but no more than 4-5 hours a day.

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints if the student has lived out of state in the past 10 years *(Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); Clearance using the DHS Volunteer Service Code (1KG6ZJ); Clearance using a different code).*

***GEARS***

70 South Poplar Street Elizabethtown, PA 17022 (1.3 miles from campus)

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: Children; Adult; Older Adults (65+); Rural.

Job title: Assistant Program Coordinator

Job Description: Assistant Program Coordinator will assist in recreation office with planning and programing 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: Position is flexible and can be daytime or evening hours.

Remote Options Available: No

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints *(Clearance using a different code; FBI Affidavit (PA Resident for past 10 consecutive years); Clearance using the Department of Education Colleges/Universities Teacher Education Program Code (1KG6RT); Clearance using the DHS Volunteer Service Code (1KG6ZJ); Clearance received prior to the new system (created November 2017))*

***Elizabethtown Historical Society***

57 S Poplar St Elizabethtown PA 17022 (1.5 miles from campus)

Mission: Preserve and promote the historical value and history of the Elizabethtown area

Population: Older Adults (65+); Rural; Adult; Children.

Job title: Clerical admin assistant OR Cleaning assistant

Job Description: Computer data entry, phone calls and phone log, assist Curator in projects for displays and cataloging the artifact collection. Contact sources for press releases on program schedules.

OR General cleaning of building inside, dusting, sweeping and vacuuming.

Days and Hours: Tuesdays and Thursday from 1pm-7pm

Remote Options Available: No

Clearances: PA Criminal Background.

***Elizabethtown Public Library***

10 S Market St Elizabethtown, PA 17022 (1.5 miles from campus)

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: Children; Adult; Older Adults (65+); Rural; Urban; Homeless or at risk for homelessness.

Job title: Library Volunteer/Children’s Services Assistant OR Library Book Sale/ Craft Fair Volunteer

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.

OR Assist with Library Annual Book Sale, Assist with Annual Craft Fair.

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

OR 9/6 9am-7pm, 9/7 9am-4pm,9/8 9am-7pm,9/9 9am-8pm,9/10 9am-4pm

Remote Options Available: No

Clearances: PA Child Abuse, PA Criminal Background for Library Volunteer or Children’s Services Assistant

***Hope Within Community Health, Counseling and Dental Center***

4748 East Harrisburg Pike Elizabethtown, PA 17022 (4.3 miles from campus)

Mission: Hope Within provides free primary medical care, some specialty care, dental care and low-cost mental health counseling to the uninsured residents of Lancaster, Dauphin and Lebanon Counties in Pennsylvania who meet our eligibility requirements.

Population: Children, Adult, Rural, Urban, Homeless or at risk for Homelessness, Refugees

Job title: Shadowing opportunity for PA students via E-town College PA Program Director Dionna Rookey

Job Description: Shadow Hope Within volunteer PA Dionna Rookey as she examines and evaluates patients, prescribes medications etc.

Days and Hours: Variable

Remote Options Available: Possible

Clearances: All Hope Within volunteers must have clearances, sign HIPAA forms and have undergone mandated reporter training via an online course which is free.

***Friendship Community***

1149 East Oregon Road Lititz, PA 17543 (23.4 miles from campus)

Mission: Friendship Community is a registered nonprofit cultivating capabilities of Individuals with Intellectual Disability and Autism. Our faith-based disability services, including residential services, day programs, and life enrichment opportunities help to Impact the World with Capabilities.

Population: Adult.

Job title: Art Studio/Gallery assistant

Job Description: Students will work in the Studio assisting Artists with their artwork and cataloguing the processed artwork for the Gallery.

Days and Hours: Monday-Friday 9am-3pm

Remote Options Available: None

Clearances: PA Criminal Background; FBI Fingerprints *(Only required if you have lived outside of PA in the last 2 years)*

***Latino Hispanic American Community Services***

1301 Derry St. Harrisburg, PA 17104 (19.8 miles from campus)

Mission: To empower, promote, and advocate for the Latino Hispanic American community of the Greater Harrisburg Area by offering inclusive services that will be strength-based, collaboration oriented, and solution focused in creating educational, social & economic growth and awareness of the contributions made by all faces of the community. LHACC will be a "one-stop-shop" location that can attend to all of our community's human and social service needs. This will be accomplished through close partnerships with organizations that already provide services and by developing and providing programs that cater to the unmet needs in the area.

Population: children, adult, older adults (65+), homeless or at risk for homelessness, refugees, rural

Job title: Programs Assistant

Job description: Coordinate programs/ projects. Our biggest project at the moment is researching the Grant Cardone program and getting it started with bilingual elementary students.

Days and Hours: Flexible to be determined. It is anticipated the programs are in the hour between 8:30-4:30, days to be determined.

Remote Options Available: None

Clearances: PA Child Abuse; PA Criminal Background; FBI Fingerprints

Contact Information: Gloria Merrick gvmlhacc@gmail.com 717-232-8302