

## Citywide Volunteer, Internship and Work Readiness Programs

### 2018 SUMMER MENTORING PROGRAM

Session 1 May 29<sup>th</sup> to June 29<sup>th</sup> | Session 2 July 9<sup>th</sup> to August 10<sup>th</sup>

High School and College Student Aged Youth (age 13 and above)

Connect with a career professional and be exposed to the diverse opportunities in various City of San Diego Departments!

**OPPORTUNITIES ARE AVAILABLE THROUGHTOUT THE CITY OF SAN DIEGO!**

<https://www.sandiego.gov/volunteer-program>



#### STEPS TO COMPLETE THE PROGRAM

(1) Apply for a mentorship opportunity!

(2) Interview:

May 16<sup>th</sup> 2:30-5:30pm City Heights/Weingart

Library: 3795 Fairmount Ave., 92105 OR

June 7<sup>th</sup> 2:30-5:30pm Valencia Park/Malcolm X

Library: 5148 Market St., 92114

(3) Complete 30 hours with a mentor

(4) Attend Trainings 1, 2, and 3 (one of each!)

(5) Come to the FINALE CELEBRATION!

#### Training 1: ART of Inclusive Communication

- May 31<sup>st</sup>, 1:30-5:30pm | La Jolla/Riford Branch Library, 7555 Draper Ave., 92037
- July 11<sup>th</sup>, 12:30-4:30pm | Martin Luther King Jr. Rec. Center, 6401 Skyline Drive, 92114

#### Training 2: Bite of Reality Financial Literacy Workshop

- June 13<sup>th</sup>, 9:30 am-12:30pm | Shiley Special Events Suite, Central Library, 330 Park Blvd., 92101
- July 19<sup>th</sup>, 9:30 am-12:30pm | Scripps Ranch Branch Library, 10301 Scripps Lake Drive, 92131

#### Training 3: Bridge to Employment and Panel Discussion with the City of San Diego

- June 21<sup>st</sup>, 2:30pm-4:30pm | Pacific Beach/Taylor Branch Library, 4275 Cass St., 92109
- July 26<sup>th</sup>, 2:30pm-4:30pm | Mira Mesa Branch Library, 8405 New Salem St., 92126

#### SUMMER MENTORING PROGRAM FINALE CELEBRATION

August 23<sup>rd</sup> Wednesday, 4-6pm | Shiley Special Events Suite, Central Library, 330 Park Blvd, 92101

**ALL TRAINING DATES INCLUDE FOOD!**

Visit <https://www.sandiego.gov/volunteer-program> to apply

## Citywide Volunteer, Internship and Work Readiness Programs

### **Homework Program Assistance**

Are you considering a career in education? Develop and practice teaching and tutoring skills with youth. Develop interpersonal communication skills and leadership skills through helping kids with their homework! Background check required.

### **Library Apprentice**

Are you interested in the library behind the scenes? You will learn about day-to-day operations of the library, including shelving procedures and rules, organization and maintenance of materials, and customer service.

### **Office Assistance**

Are you interested in exploring an office environment? You have the chance to be mentored in areas of administrative office tasks, while learning about office etiquette and procedures. Mentees may assist with event planning, upkeep of office space and attend meetings as appropriate.

### **Outreach Assistance**

Outreach volunteers cultivate good customer service and media literacy skills through assisting City employees with outreach projects. Outreach could be online, posters, flyers or displays, or in person, supporting City programs and services within your community.

### **Advocate – Out Of The Shadows**

Out of the Shadows is a program designed to raise public awareness about the problem of sex trafficking in our city, bring to light the plight of sex trafficking victims and at-risk youth, and provide resources and support services for those in need in the San Diego area. Background check required.

### **Recreation Program Assistance**

Do you enjoy being active and working with people? Recreation Program Mentees acquire skills in the following areas: One-on-one recreation activity support, assistance with art and crafts projects, games and activities, and peer and social role modeling. Background check required.

### **Research Assistance**

Like research? Mentees may assist in research projects, learn how to compile, process and analyze data related to various topics such as science, education, financial planning, or environmental services.

### **STEAM (Science, Technology, Engineering, Art, and Math) Program Assistance**

Mentees will hone technical and customer service skills through assisting users with technology. Using a variety of devices mentees will assist with projects or provide instruction on various STEAM subjects, or troubleshoot minor technical problems. Background check required.

### **Summer Reading Program Assistance**

Youth will be mentored in areas of reading readiness for library patrons. Mentees may acquire skills in the following areas: registering summer reading program participants; promoting summer reading programs at libraries; organize and distribute reading incentives; assist with special events; assist with recording and record keeping for program participants. Background check required.

### **Summer Lunch Program Assistance**

Youth will be mentored in areas of community program implementation and engagement. Mentees may acquire skills in the following areas: organization, time management, distribution of wrapped, prepared food and drinks. Inventory maintenance; working with diverse populations. Background check required.

### **Advocate- Welcoming New San Diegans**

The goal of the Welcoming New San Diegans mentoring opportunity is to research services offered by City of San Diego departments and offices for New San Diegans, and develop a resource guide.

### **Advocate- Family Justice Center**

Advocates will greet clients, provide clients with an overview of the process, assist staff with creating client service plans, and provide follow up check-ins. Background check required.

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