**Examples of IRC Remote or No- Contact Opportunities**

A list of remote volunteer opportunity examples. Please also refer to the following resources:

* [Managing Virtual Volunteers](https://rescue.box.com/s/gu4k99v3u1vpv2ij3gamvjg4s0gfci5y)
* [Remote Volunteers: Dos & Don’ts](https://rescue.box.com/s/wumzdalmpsvjfzaa2o94zdb7wrat9cye)

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| **Remote Opportunities** |  |  |
| **Volunteer Activity** | **Resources Needed** | **Staff Involvement** |
| **Title**: E-Gift Card Drive/Donation  **Description**: Volunteers purchase an E-gift card and send to IRC staff. Staff then use the gift card to purchase essential items (i.e. groceries, diapers, etc.) for clients  **#of Vols Needed**: TBD | * List of type of E-gift cards that can be sent * Email of IRC staff who will receive gift cards * Example list of items that will be purchased | 1. Development Staff- to manage donation 2. Program staff- to provide list of needs |
| **Title**: Make CDC recommended Face Masks  **Description**: Following [CDC guidelines](https://www.cdc.gov/coronavirus/2019-ncov/downloads/DIY-cloth-face-covering-instructions.pdf) make masks that will be distributed to IRC staff, clients, and volunteers. Masks should be made with medical grade fabric, or at least quilt/100% cotton multi-layer fabric following CDC guidelines.  **#of Vols Needed**: #of vols will vary per office | * CDC guidelines on making masks * POC for office to receive masks * Storage | 1. Program staff 2. Volunteer Coordinator |
| **Title**: Family Mentor  **Description**: Family mentors connect with clients via virtual platforms (i.e. phone, FaceTime, Google Hangout, Skype, Whats App, Zoom) to provide resources and support.  **#of Vols Needed**: Positions are filled with current volunteers; offices may expand in coming months  **Time Commitment:** 2-5 hours a month | * Clients and volunteers have access to virtual tools (i.e. smartphone, Wifi, etc). * Clients and volunteers understand how to use technology tools to communicate * Training provided by staff, to include list of activities clients and volunteers can work on together | 1. Program staff 2. Volunteer Coordinator |
| **Title**: Youth Tutor  **Description**: Youth tutors connect with refugee youth via virtual platforms (i.e. phone, FaceTime, Google Hangout, Skype, Whats App, Zoom) to provide resources and support.  **#of Vols Needed**: Positions are filled with current volunteers; offices may expand in coming months  **Time Commitment:** 1-3 hrs a week | * Tutors and youth have access to virtual tools (i.e. smartphone, Wifi, etc). * Tutors and youth understand how to use technology tools to communicate * Training provided by staff, to include list of activities tutors and youth can work on together | 1. Youth Program Staff 2. Volunteer Coordinator |
| **Title**: Census Outreach Volunteer  **Description**: Volunteers reach out to clients by phone to provide resources and information about the Census  **#of Vols Needed**: TBD  **Time Commitment:** 1-2 hrs a week | * Access to phones * Training provided by staff, to include speaking points | 1. Civics, Immigration Staff 2. Volunteer Coordinator |
| **Title**: Employment Volunteer  **Description**: Volunteers review resumes and assist clients in applying for jobs.  **#of Vols Needed**: TBD by office  **Time Commitment:** 2-5 hours a month | * Clients and volunteers have access to virtual tools (i.e. smartphone, Wifi, etc). * Clients and volunteers understand how to use technology tools to communicate * Training provided by staff | 1. Employment Program Staff 2. Volunteer Coordinator |
| **Title**: Record (video or audio) yourself reading a children’s book in another language  **Description**: Volunteers read one of the listed children’s books in one of the listed languages to be shared with IRC students and youth.  **#of Vols Needed**: TBD by office  **Time Commitment: TBD** | * Volunteers have access to virtual tools (i.e. smartphone, Wifi, etc). * Volunteers understand how to use technology tools to communicate * Volunteers follow the framework provided by IRC * Instructions and framework provided by staff | 1. Engagement Officer 2. Education and Learning Department 3. Program staff 4. Development staff 5. Volunteer Translators/Interpreters 6. Volunteer Coordinator |
| **Title**: Volunteer Interpreter/Translator  **Description**: Interpreters/translators connect with clients and IRC staff via virtual platforms (i.e. phone, FaceTime, Google Hangout, Skype, Whats App, Zoom) to provide support.  **#of Vols Needed**: Positions are filled with current volunteers; offices may expand in coming months  **Time Commitment:** Varies | * Clients and volunteers have access to virtual tools (i.e. smartphone, Wifi, etc). * Clients and volunteers understand how to use technology tools to communicate * Orientation and training provided by staff | 1. Program staff 2. Volunteer Coordinator |

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| **No- Contact Opportunities** |  |  |
| **Title**: Delivery Volunteer  **Description**: Volunteers pick-up in-kind items and deliver items to client homes (I.e. groceries, etc.)  **#of Vols Needed**: TBD by office  **Time Commitment:** Varies | * Instructions and safety guidelines provided by staff | 1. Development Staff- to manage donation 2. Program staff- to provide list of needs |