VOLUNTEER OPPORTUNITIES FAQs

Q: What are the benefits of volunteering at Business and Career Services?
A: Volunteering, particularly presenting, has many benefits. Here are a few:

- PRESENTERS/VOLUNTEERS LAND JOBS 50% QUICKER+ than the average Power Employment Workshop attendee.*

  +Based on two-year snapshot of Business and Career Services volunteer presenters that landed jobs. 2012 – 2014.

- Also, Volunteering enhances your resume and LinkedIn profile, helps you to fill in unemployment gap, and shows prospective employers that you are making valuable use of your time.
- Volunteering gives you a sense of purpose, helps you to stay connected to the workplace and keeps your skills sharp.
- By helping others, you are helping yourself. Staying active and useful helps you to maintain a positive attitude.
- While we cannot pay you for your activity, we can provide a letter of reference, as well as free computer classes, based on hour-for-hour service.

Q: What volunteer options are available at Business and Career Services?
A: Volunteer options include:
- Presenting Power Employment Workshops
- Assisting at Boot camps
- Resume Reviews
- Job Fair Registration Desk and Escorting Job Applicants
- Skill-based assistance such as Excel spreadsheet development, writing and training
- Accounting opportunities for those who obtain VITA certification for the MyFreeTaxes

Q: Is there a required time commitment?
A: Time commitment varies depending on the assignment:
- For presenting Power Employment, auditing two Power Employment workshops, plus co-presenting at two workshops is a pre-requisite. In addition, attendance at a 2-hour monthly, volunteer training meetings is also required.
- The average Power Employment workshop commitment for many volunteers is once every 2 weeks, although other volunteers can opt for once a week, providing it doesn’t interfere with job search activities. Ideally, volunteering should not consume more than 20% of your job search time.
- Power Employment Workshops are generally 6 hours in duration
- Boot camp is a 5-day, 35-hour commitment over a two-week period, and held once a quarter.
- Job Fairs generally occur once a quarter.
- Skill based volunteering varies by assignment.

Q: Where are the locations of volunteer assignments?
A: Locations vary. Power Employment Workshops, for example, are held throughout Northwest Cook County libraries, as well as at the Illinois workNet Center, Arlington Heights and the Education and Work Center in Hanover Park. You can choose a location convenient for you.

Q: What qualifications do I need to volunteer?
A: You should demonstrate a commitment to helping others, as well as present a professional demeanor and appearance. You must also exhibit job-ready behaviors such as punctuality, cooperation and a team-oriented focus.

**“Volunteering as a Pathway to Employment Report,” Key Findings.

Take the next step – contact Deirdre Junta at djunta@bcsillinois.org today! ©2015 Business and Career Services 5-22-2015