

# Volunteer Process Flowchart



Volunteer speaks with A&FRC representative to learn more about opportunity to volunteer on and off-base



Benefits of volunteering: 1) Work experience & skills for your resume 2) 10 paid hrs/week of child care



Procedures: Sign Volunteer Agreement; Develop Resume; Participate in Resume & Interview Skills Classes, if desired



Volunteer Applies for Agency Posted Position: Look through list of Agency posted openings. Apply for positions that meet skills, interests, or desired area to build skills.



Interview with Agency supervisor: If works for both agency and volunteer, volunteer begins work. If not, volunteer continues to look at other openings.



Volunteer is responsible to: 1) Be open-minded and eager to learn. 2) Track & submit volunteer hours worked.



Volunteer builds work portfolio: 1) Additional experience to add to resume. 2) Possible hard-copy examples of work done to add to your work portfolio.



Volunteering WORKS!!!