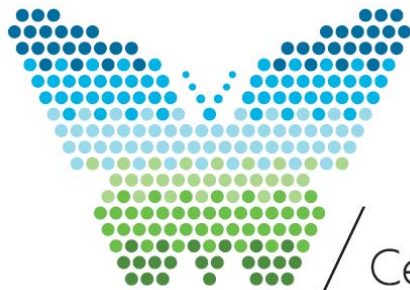


Group Volunteer Manual



Center *for*
Transforming Lives
From Poverty to Possibility

For more information, please contact:

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Volunteer and Community Outreach Coordinator

817-332-6191

development@transforminglives.org

Dear Friends

Thank you for your interest in becoming a Center for Transforming Lives Volunteer! The Center for Transforming Lives has been meeting the needs of women and children for more than 110 years. We have an incredible passion to achieve the long-term goal of moving women and children out of poverty. Annually, we touch the lives of more than 3,500 individuals directly and serve an additional 1,000 through information and referral services. The Center for Transforming Lives moves women, children, and families from poverty to independence through safe housing, early childhood development and financial stability.

Safe Housing

We provide safe and affordable housing for women and children who otherwise would be forced to choose between abuse at home or homelessness. We have a 92% success rate with previously homeless women who moved into stable homes and integrated into mainstream society.

Early Childhood Development

We prepare children for school and beyond by providing high quality, affordable child care in our Child Development Centers. While the children are in our care, we connect parents with educational opportunities and job training and employment options that will move the family into financial stability. Overall, the agency serves more than 500 children annually in a literacy-rich, educational environment that focuses on preparing them for kindergarten and beyond.

Financial Stability

Our financial education program offers one-on-one coaching that provides life-changing tools that help women and their families become financially self-sufficient. Last year, we assisted over 1,000 low-income clients with their finances.

We could not complete this important work without the support of our volunteers. At the Center for Transforming Lives, our volunteers are our partners in preparing our program participants as they transform their lives from poverty to independence. So many women and children turn to us every day for the promise of hope and opportunity. We are incredibly grateful for the many wonderful, creative, and determined volunteers who help us to say yes and change the lives of so many!

Thank you for your interest in the Center for Transforming Lives. We look forward to working with you.

Warmest regards,



Carol Klocek

Group Volunteer Opportunities

At the Center for Transforming Lives, volunteers are our partners in supporting, encouraging, teaching, and preparing our program participants as they transform their lives from poverty to independence.

A. On-Going, By Appointment

1. **Resale Shop Sales Associate** – The Center for Transforming Lives' Resale Shop generates much-needed revenue benefiting our programs. Volunteers greet customers, sort donated merchandise, make items ready for sale and help the store operate smoothly and efficiently. This group activity is optimal for 5-15 people. (*The Center for Transforming Lives Resale Shop, 6500 Camp Bowie Boulevard in Fort Worth, is open Monday – Saturday from 10 a.m. to 6 p.m., closed Sundays.*)
2. **Classroom Assistant**—You can spend a morning or afternoon helping our youngest clients develop a love of reading and increase their vocabulary. Groups of 5-10 are welcome at all three Center for Transforming Lives child development centers.
3. **Sanitation Assistant** – Child centers always need continuous cleaning because children love to make a mess. You can spend a morning or afternoon sanitizing toys and cleaning windows for our childcare centers to make them as beautiful as possible. Groups of 5-10 are welcome at all three Center for Transforming Lives child development centers.
4. **Creating Rehousing Care Packages** – Our clients that we rehouse into homes are in need of care packages when they first move into their apartments. These baskets can include cleaning products, health and beauty items, toiletries, dinnerware, cookware, etc. The baskets can be assembled at CTL or remotely. These care packages help move women and children from poverty to independence.

B. Date Specific, Must Apply, and Monetary Support Requested Where Noted

1. **Assemble Rehousing Care Packages** – Your group can donate and assemble care packages for when our clients take their first step towards independence into a new home. These care packages can include cleaning products, health and beauty items, toiletries, dinnerware, cookware, sheets, blankets, and towels. (No fee required)
2. **Help move our clients into homes** – Your group of 5-10 people can help move furniture and home goods into apartments to ready our clients for their new homes. (No fee required)
3. **Remodel the Arlington Childcare Center Playground** – Your group of 15-20 people will apply new sealant to the Arlington Childcare playground as well as install two new sandboxes for the children. A \$1,000 donation from your group will cover materials, staff coordination and on-site supervision for this event.

4. **Beautify the Polytechnic Childcare Center** – Your group of 10-15 people will install and clean the stairs at the polytechnic childcare center, as well as deep clean the baseboards and windows, and power wash the outside walls of the building. A \$500 donation will cover materials, staff coordination and on-site supervision for this event.
5. **Landscape and paint the downtown facility** – Your group of 10-15 people will spread mulch, plant flowers, pull weeds, and paint our picket fences at our downtown location, beautifying the facility and the Rosie K. Mauk Child Development Center playground. A \$500 donation will cover materials, staff coordination and on-site supervision for this event.
6. **HUD homeless point in time count (No Fee)** – Your group will assemble for the annual homeless point in time count. A point-in-time count is an unduplicated count on a single night of the people in a community who are experiencing homelessness that includes both sheltered and unsheltered populations.
7. **Childcare Center Holiday Events and Activities** – Depending on the season, the childcare development center is in need of volunteers to host events and activities. These activities include fall festivals, Christmas parties, Easter egg hunts, and more. Volunteers are needed to set up and donate items needed to make these events a success. CTL recommends up to 15 volunteers for each event. The materials needed for donation vary from event to event. Fees vary on scope and activity.
8. **Resident Holiday Dinners and Activities** – Depending on the season, CTL hosts holiday dinners and events for our residents, to ensure no family goes hungry. Volunteers are needed to help set up, serve dinner, and clean up after the event. CTL recommends up to 10 volunteers for this event.

C. Other Ways to Help

1. **Supply Drive** –The Center for Transforming Lives is always in need of basic resources such as bed linens and toiletries for Housing Services and diapers and school supplies for Child Development. Organize a drive for needed supplies with your family, office, church group, school or other group. *(Please contact Kathleen Brozgold at kbrozgold@transforminglives.org or 817-484-1537 to find out our greatest needs.)*
2. **Donation Drive** –Collect donations of gently used men’s, women’s and children’s clothing and housewares for the Center for Transforming Lives Resale Shop. Donations are accepted year-round. We pick up furniture from homes and items from local companies at no cost. *(For information, please contact Lori Palumbo at 817-615-0649).*
3. **Donate to The Center** – The Center for Transforming lives relies on generosity of individuals to help women and children escape poverty and homelessness. Support our work by clicking this link: <https://www.transforminglives.org/donate>