

City of Whittier Parks, Recreation & Community Services Department

VolunTEEN Program: Summer 2023

PROGRAM PURPOSE:

The VolunTEEN program is a mentorship and leadership-training program for Whittier teens ages 14-17 (**as of May 19, 2023**). VolunTEENS work alongside our trained City of Whittier recreation staff members who emphasize leadership development, teamwork, and professionalism. VolunTEENS will have an opportunity to gain valuable life and work skills and earn service credit, all while making a difference in their community!

PROGRAM DESCRIPTION:

- VolunTEENS will be assigned to various recreational summer youth programs and special events to assist with the planning and facilitation of staff-supervised recreational activities.
- VolunTEENS must commit to working assigned hours with exception of up to a two-week, pre-approved vacation. **VolunTEENS are expected to attend Monday training meeting during summer programming.**

VolunTEEN RESPONSIBILITIES:

- Required to adhere to the rules and behavioral policies outlined in the **VolunTEEN Contract**.
- Attend all mandatory trainings, meetings, and scheduled shifts.
- Show respect toward the staff, their peers, and the participants with whom they work with.
- Will participate and complete assigned tasks to the best of their ability.

SELECTION PROCEDURE: **APPLICATIONS DUE FRIDAY, MAY 19**

- Applications: <https://www.whittierprcs.org/recreation/youth-services>
- Submit completed applications to youth.services@cityofwhittier.org or Whittier Community Center
- Staff members assign VolunTEEN to programming based on abilities, leadership experience, and availability.
- Applications submitted before the deadline will be notified the week of Monday, May 22, 2022.

MONDAY TRAINING MEETINGS:

These mandatory training meetings are held Mondays from 2:00pm-4:30pm at the Whittier Community Center, during summer programming. Those unable to attend meetings will not be selected for program.

- Teens will be taught to follow the City's program and safety guidelines.
- Meetings involve fun and interactive activities and learning skills to help prepare for the job market.
- A missed meeting due to a planned vacation, requires prior approval from the VolunTEEN Program Lead.
- **The first VolunTEEN meeting is scheduled Monday, June 12, 2022, from 2:00 p.m. to 4:30 p.m.**

VolunTEEN IMPORTANT DATES & SPECIAL EVENTS SCHEDULE

- **VolunTEEN & Parents Meeting: Wednesday, June 7th. 6:30pm-7:30pm. Whittier Community Center**
- **VolunTEEN Meetings Begin: Monday, June 12th. 2:00pm-4:30pm. Whittier Community Center**
- VolunTEENS required to work minimum 10 hours at special events. Additional hours highly encouraged.
- Fire Work Show: Tuesday, July 4th. 4:00pm-9:30pm. York Field
- Family Movie Nights: Saturday evenings, June-August Dates TBD. Location TBD Whittier Parks
- Concerts in the Park: Monday & Thursday evenings, June-August Dates TBD. Location TBD Whittier Parks

COMPLETION OF VOLUNTEEN SUMMER PROGRAM

After successful completion of the Program, each VolunTEEN will receive verification of hours and a certificate of completion. VolunTEENS may request letters of recommendation for future employment and/or scholarships. VolunTEENS may continue program during school year WYN Club if desired.

City of Whittier Summer Programming Information

WYN Club

Location	Dates	Days	Times
ANACONDA PARK	June 12 - August 11	Monday - Friday	12:00PM – 5:30PM
MICHIGAN PARK	June 12 - August 11	Monday - Friday	12:00PM – 5:30PM
PALM PARK	June 12 - August 11	Monday - Friday	12:00PM – 5:30PM
PARNELL PARK	June 12 - August 11	Monday - Friday	12:00PM – 5:30PM

Day Camp

Location	Dates	Days	Times
COMMUNITY CENTER	June 12 - August 11	Monday - Friday	7:00AM – 6:00PM
PALM PARK	June 12 - August 11	Monday - Friday	7:00AM – 6:00PM

Special Events: (10 HOURS MANDATORY)

Events/Location	Dates	Days	Times
FIREWORK SHOW	JULY 4 TH	TUESDAY	4:00PM-9:30PM
MOVIE NIGHTS	June – August Dates TBD	SATURDAYS	Evenings/Times TBD
CONCERTS IN THE PARK	June – August Dates TBD	MONDAYS & THURSDAYS	Evenings/Times TBD
Field Trips @ City Facility	June – August Dates TBD	WEDNESDAY/THURSDAY	Mornings/Afternoons

VolunTEEN Availability

Do you have any summer plans, vacations or commitments that would affect VolunTEEN attendance?
(Availability to attend Monday training meetings or extended vacations may disqualify applications.)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Examples:	1pm-5pm	Unavailable	8am-1pm	3pm-6pm	1pm-5pm

SITE PREFERENCE #1

SITE PREFERENCE #2

SITE PREFERENCE #3

Additional details/requests/etc.: