



CSP Computer Lab Volunteer

Purpose:

This position assists CSP (Community Support Program) members to develop skills as they relate to the use of technology, computer programs, and accessing information online. The Computer Lab Volunteer leads classes, informal sessions, and 1:1's with members to assist in skill development and implementation. The Computer Lab Volunteer facilitates specified programming independently and assists staff to carry out planned programming.

Duties:

- Engage with members during computer lab open hours/class time and provide support where needed
- Lead designated groups and classes
- Be friendly, respectful and encouraging to the members of the drop-in center
- Be on time and prepared to interact with members
- Coordinate any requests and maintain communication with staff contact
- Comply with HIPAA regulations

Volunteer Qualifications: (Skills, Knowledge and Abilities)

- 18+
- Knowledge of and experience with basic computer literacy, programming, and software.
- Experience and or desire in working with individuals experiencing mental health concerns
- Demonstrate flexibility, care, and respect with strong communication skills.
- Work effectively both independently and as part of a team.
- Show a strong interest in therapeutic recreation and rehabilitation services.
- Be open to direction and supervision from the CSP Supervisor.

- Maintain appropriate boundaries, supporting members without providing counseling.
- Not currently receiving services from Guild or a CSP Member, nor have received services within the past two years.

Time Commitment: Consistent day and time scheduled weekly or bi-weekly, to be determined in collaboration with CSP Supervisor. Flexible, at least twice per month for a minimum of three months or school term. Occasionally, hours may be available for special events or weekends.