



# *Agency for New Americans*

## *Volunteer Positions*

Agency for New Americans (ANA) relies on the support of our volunteers. Some positions become available more often than others; however, we are always looking for people who want to help the refugee population and believe in matching volunteers' unique talents to the needs of ANA at any given time.

### **Administrative Tasks**

Do you like being the first person visitors see at the office?

Help at the front desk greeting refugees and answering calls. Assist Case Managers with paperwork and filing. Work on promotional and outreach materials. Walk new refugees through school orientations.

### **Airport Arrivals**

Meet new arrivals at the airport!

Be the first friendly faces New Americans see when they land in Boise. Bring signs and smiles! This is a huge impact on families. They aren't certain what will happen when they arrive and are very touched strangers take the time to greet them.

### **Apartment Setup**

Come make beds and setup kitchens!

We are looking for people who would love to setup apartments for new arriving refugees. You would be setting up kitchens, making beds and generally making the apartment look nice and ready for the refugees to live in. You can meet at the apartment and help setup everything or you can help the donations manager with the heavy lifting and moving everything into the apartment. Move-ins typically happen during normal business hours.

### **Drivers**

Meet newly arrived refugees and help drive them around Boise!

We need help transporting clients to a multitude of appointments within their first two weeks of arrival. This includes appointments at the agency, Social Security, apartments, and the English Language Center. This is a great opportunity for volunteers with a flexible schedule on weekdays.

### **Citizenship Mentor**

Help with citizenship process!

We are looking for people who would help individuals prepare for the citizenship test. A mentor meets at least once a week to help with English language practice and citizenship interview questions. This is a great option for someone who is only available evenings and weekends and willing to commit to volunteering for at least 3 weeks.

### **Family Mentor**

Help newly arrived families adjust to life in Boise!

We need volunteers to build relationships with refugees to give each family a special friend to help them learn the ins and outs of American life. A mentor meets at least once a week to help with English language practice, grocery shopping, paying bills, and cultural sharing such as having a picnic, going to the zoo, watching a movie, or eating pizza. We ask for a minimum 6 month commitment. This is a great option for someone who is only available evenings and weekends and willing to commit to volunteering for at least 6 months.

### **Fundraising**

ANA hosts a number of fundraisers during the year and many volunteers are needed for all aspects of planning: office support, donation solicitation, ticket sales, marketing and publicity, etc.

### **Job Mentor**

Help newly hired individuals cope with work in the US!

We need volunteers to build relationships with individuals that are just starting the job process in the Boise area. A mentor would teach about job expectations, responsibilities, proper communication channels, paychecks stubs, and work etiquette. We ask for a minimum 1 month commitment. This is a great option for someone who is only available evenings and weekends and willing to commit to volunteering for 3 months.

### **REACH Youth Mentor**

Help newly arrived Youth adjust to life in Boise!

The Refugees Empowered to Achieve (REACH) Program gives our community the unique opportunity to mentor refugee youth ages 15-24 on a consistent basis. As a mentor, you commit to spending 4-6 hours per month during which you help your mentee work towards reaching their pre-identified goals.

If you are interested in learning more about the program or if you would like an application form, please email Breanne Fraley at [bfraley@jannus.org](mailto:bfraley@jannus.org) or call her at (208) 955-0168. You can also apply online by creating a profile on our website and filling out an application.

For any questions contact:

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