

# **MEDFORD PARKS AND RECREATION DEPARTMENT**

## **Volunteer Opportunity**

Discovery Preschool  
Year Round  
Varied Times: 7:30am – 5:00pm

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Discovery Preschool is located at the Santo Community Center, 701 N Columbus Avenue in Medford. Volunteers will work with and under the direction of a preschool staff person.

Volunteer may be asked to perform one or more of the following:

- ◆ Monitor students in classroom/playground
- ◆ Lead an art project
- ◆ Distribute snacks
- ◆ Work with individual students on academic project
- ◆ Set up activities in the classroom
- ◆ Clean tables/monitor bathrooms for cleanliness
- ◆ Read a book/sing songs
- ◆ Accompany group off site on field trips

Desirable Qualifications:

- ◆ Follow written and verbal instruction
- ◆ Perform light physical labor safely
- ◆ Work with minimal supervision
- ◆ Relate to children and parents in a positive manner

Requirements:

Volunteers must complete a Volunteer Application and pass a City of Medford background check prior to starting program.

Volunteers must follow all safety guidelines as demonstrated by City and outlined in Illness and Injury Prevention Plan and be willing to submit to training if necessary.

If a volunteer cannot perform any duty at the site they need to notify staff. This will not disqualify them from volunteering, only from getting an injury.

Forms:

- ◆ Volunteer Application

Primary Contact: [preschool@cityofmedford.org](mailto:preschool@cityofmedford.org)

Phone: 541-774-2400

Note: This is a general guideline to assist interested parties in reviewing available volunteer opportunities. To discuss specifics of the opportunity and what you and/or your organization can offer call or email the primary contact.