



Volunteer Programs

Parks, Recreation and
Community Services Department

Park and Recreation Commission
August 8, 2016

RiversideCa.gov





Volunteer Programs

- City Municipal Volunteer Program (MVP)
 - PRCSD Volunteers
 - Vocational Internship Program
 - VolunTeens In Practice Component



City Municipal Volunteer Program

- All City Departments
- Generally working adults
- No training / Orientation with HR
- 600+ Municipal Volunteers in PRCSD annually
- Most processed through Human Resources Dept.
- Benefits
 - Background check
 - Online Application & notification
 - Covered by City's Workers Compensation Insurance



VOCATIONAL INTERNSHIP PROGRAM

- Ages 16 – 24 years
- Funded by John Muir Charter School Grant
- Targets at-risk youth
- Focuses on job development
 - 59 volunteers placed at PRCSD facilities/programs
 - 13 former volunteers hired by local businesses
 - 6 former volunteers hired with PRCSD
- Benefits
 - Background check
 - Online Application – Supplemental
 - Covered by City's Workers Compensation Insurance
 - Job training, educational resources and structured work environment



VolunTeens In Practice Component

- Augment current Vocational Internship Program
- Target youth 14 – 17 years
- Target high school students
- Peer-to-peer program
- Benefits
 - Reference from H.S. (DOJ 18+)
 - Online Application – Supplemental Questionnaire
 - Covered by City's Workers Compensation Insurance
 - Training and employment preparation with PRCSD



Essential Elements of Volunteer Program



- Planning and oversight
 - Develop and maintain policies and procedures to guide program. Day-to-day supervision.
- Recruitment strategy
 - Search for volunteers who match the qualifications set out in the position description.
- Volunteer intake procedures
 - Orientations and completion of required documents.
- Ongoing supervision and training
 - Day-to-day supervision, provide feedback and life/job skill trainings.
- Program assessment
 - Track volunteer hours, gather feedback, compare results with goals.
- Volunteer recognition
 - Recognize & highlight volunteer efforts.
- Employment opportunity
 - Research, secure and notification of opportunities for the volunteers.

PROGRAM GOALS



- Engage youth to improve their communities
- Connect youth with City staff, bringing new energy and ideas
- Provide youth with social, professional and life skills
- Prepare youth for jobs within the PRCS
- Reduce liability due to candidate experience
- Reduce training costs
- Greater service impacts



OUTREACH

- Presentations at high schools (including charter schools) within the City of Riverside
- Social media and web campaign
- Flyers to high schools, businesses and community centers
- Utilize previous volunteer lists from Human Resources

APPLICATION PROCESS

- Submission of applications via Municipal Volunteer Program online
- Candidates receive a supplemental questionnaire
- Group interviews conducted between candidate and PRCSD staff
- “Best fit review” (site coordinator and volunteer)
- Placement of volunteer

PROGRAM ITEMS

- City issued t-shirt and badge
- Free transportation via RTA with badge



TRAININGS

- Annual in-service
- PRCSD and site-specific trainings
 - Volunteer handbook
 - Policy and procedures
 - Lifeguard Training
- Professional Development Trainings
 - Ace Your Interview
 - How to be Professional
 - Building off of Past Experiences
 - Etc.



LEARNING OUTCOMES

- | | |
|--|---|
| <ul style="list-style-type: none"> • Ability to organize and conduct recreational and educational activities • Development leadership skills • Ability to manage groups • Ability to problem solve and resolve conflicts quickly and efficiently | <ul style="list-style-type: none"> • Development of communication and public relations skills • Gain professional development knowledge • Gain customer service experience • Develop teamwork skills • Enhance self-confidence |
|--|---|



VOLUNTEER PROGRAM AREAS (one-time & on-going)

- Administrative Office - 10
- After School – 50+
- Athletics – 155 coaches
- Aquatics - 11
- Automotive
- Cheer and Dance - 6
- Community Center coverage - 5
- Day Camps – 20+
- Facility Rentals – 80+
- Fairmount Golf – 3
- Special Events – 200+
- Park Maintenance – 12+ groups
- Riverside Arts Academy 30+
- Seniors – 60+
- Summer Concert Series 50+
- Teens – 30+
- Time for Tots - 10
- Trails – 100+
- Warehouse - 2
- Youth Opportunity Center – 25+




More than 600 Volunteers in FY 15/16 - 26,000 total volunteer hours! (MVP & VIP)

Value is calculated using an estimated hourly value for California volunteers published by the Independent Sector, a network of nonprofits, foundations, and corporations that publishes research important to the nonprofit sector.

The figure is based on the average hourly earnings of workers on private non-farm payrolls from the Federal Bureau of Labor Statistics plus an estimate of related fringe benefits.

Total hourly wage plus benefits = \$27.59 (2015)

26,000 X \$27.59 = \$717,340



**26,000/2080 HOURS EQUIVALENT TO
12.5 FULL TIME STAFF**

TESTIMONIALS



TESTIMONIALS

Javier Gutierrez –
Fairmount Golf Course



TESTIMONIALS

Janice Hinojosa – John
Muir



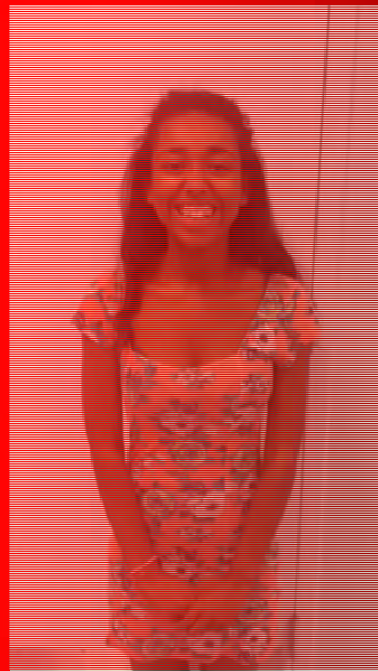
TESTIMONIALS

Ashley Condon –
Bobby Bonds Park



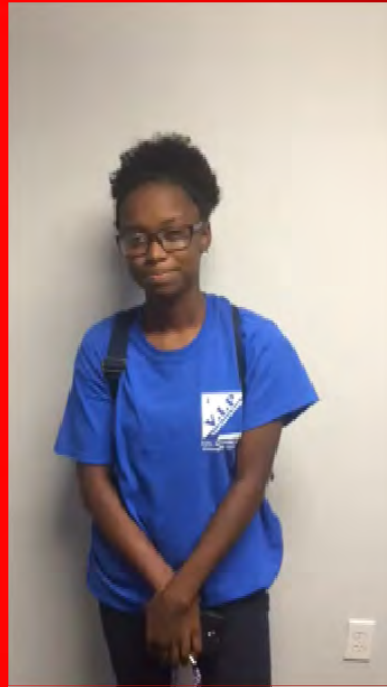
TESTIMONIALS

Kyrah Dames – John
Muir



TESTIMONIALS

Jericka Roshell – Youth
Opportunity Center



TESTIMONIALS

Jesus Alvarez – Bobby
Bonds



TESTIMONIALS

- Brandi and Jeri Dickens – Hunt Park Splash Camp



Testimonials

Jackie Yates –
Bordwell Park



2015 PRCS DEPARTMENT AND CITY VOLUNTEER OF THE YEAR

Luis Jacinto

FORMER VOLUNTEERS NOW PRCS RECREATION LEADERS

- Jennifer Alvarez • Tori Mitchell
- Jesus Alvarez • Joanna Tirado
- Edwin Fuentes
- Luis Jacinto



Recommendation

That the Park and Recreation Commission provide feedback, and receive the report for file.



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