



Volunteer Toolkit: Child Enrichment

V.O.I.C.E. Volunteer Program



- **Child Enrichment Objectives**

- ✓ Purpose of Child Enrichment Program

- To support V.O.I.C.E.'s mission, by mirroring the adult program with age appropriate activities.
- This allows both the parent and the child to advance in their capabilities of self-sufficiency and readiness for the world.

- ✓ Process

- Nursery and Child Enrichment Rooms
- Support the monthly workshops by volunteering
- First priority is child safety
- Program is developed to keep children engaged

Opportunity to support children in a safe and nurturing environment

Child Enrichment as Service



- ***Nothing you do for children is ever wasted. They seem not to notice us, hovering, averting our eyes, and they seldom offer thanks, but what we do for them is never wasted*** *Garrison Kellor*
- ***Parents can only give good advice or put them on the right paths, but the final forming of a person's character lies in their own hands.*** *Anne Frank*
- ***Children require guidance and sympathy far more than instruction.*** *Annie Sullivan*

***I slept and dreamed that life was joy
I awoke and saw that life was service
I acted, and behold, service was joy***
Rabindranath Tagore



Child Enrichment Toolkit



Child Enrichment Volunteering Is....

- Being a trusted adult that understand safety is our first priority
- The act of creating a warm learning environment
- Seeing the best in children and interacting in a nurturing way
- Providing activities that challenge the children to see themselves and the world in a positive way
- A holistic family values based program

*Being a VOICE of Influence, Courage
and Empowerment*



Benefits of Child Enrichment



- **For the Children**
 - ✓ Receive nurturing and learning
 - ✓ Increase self esteem/confidence
 - ✓ Develop social skills
 - ✓ Develop cognitive skills
- **For the Volunteer**
 - ✓ Make a contribution to the community
 - ✓ Connect with children that are so willing to learn
 - ✓ Chance to share love and fun
 - ✓ Gain a sense of satisfaction and enhanced self-esteem
- **For the Community**
 - ✓ Increased self-sufficient parents by supporting the children
 - ✓ Create a learning community
 - ✓ Create a repeatable process across the community

Win-Win-Win



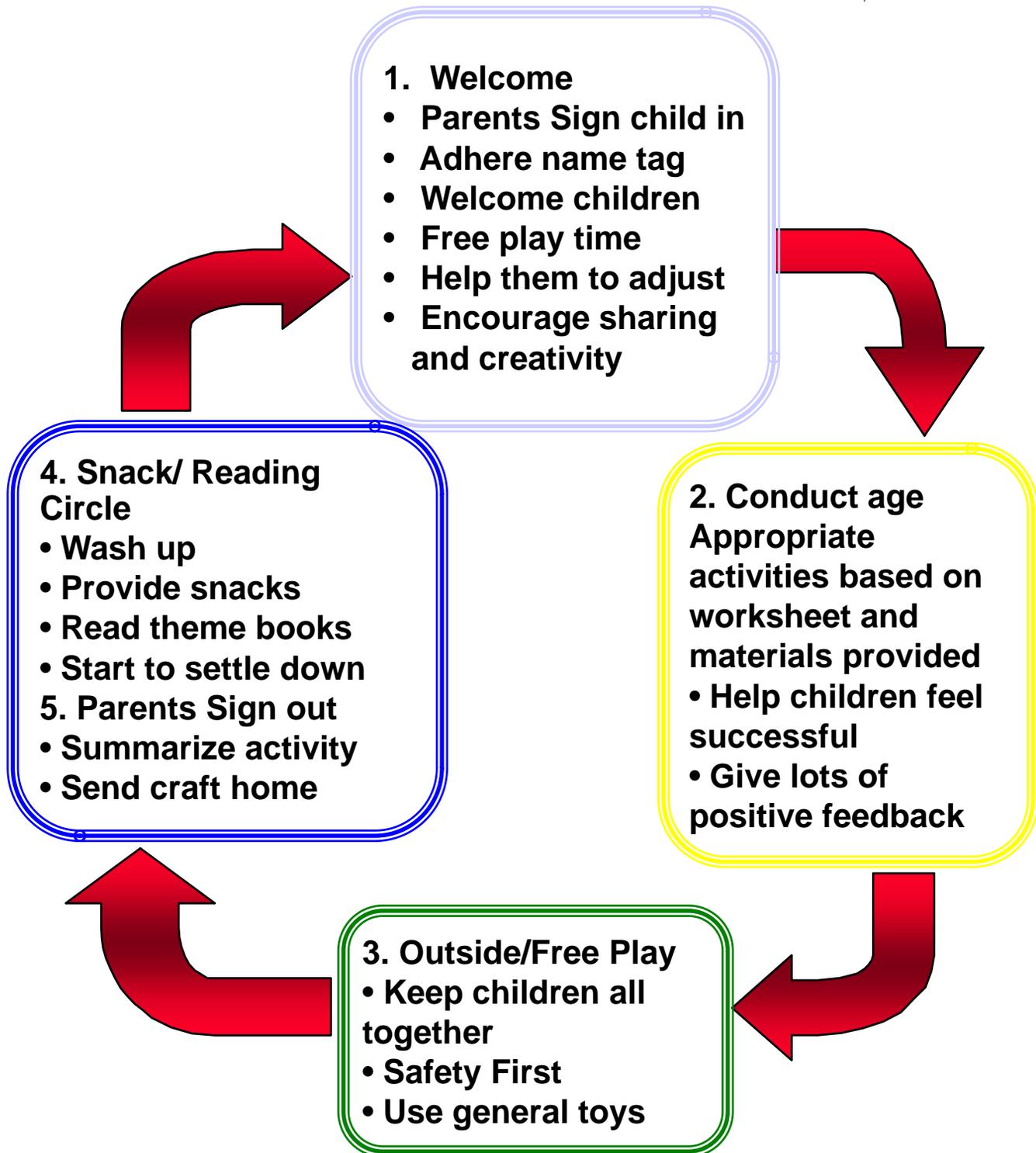
Volunteer Roles and Responsibilities



- Responsible for safety and well being of children
- Need to have each parent sign children in
- Adhere name tag to child
- Do not let children leave on there own
- Follow planned activities
- Build a nurturing environment
- Be approachable and a good listener
- Able to develop rapport and relationships with child and parent
- Use positive discipline approach for challenges
- Focus on what the children are doing right
- Reward positive behavior

Have a lead volunteer in the room to ask questions of and who is ultimately accountable for safety.

Child Enrichment Model



Child Enrichment Model Explanation



- Step 1- Sign in
 - ✓ All parents must sign in each child
 - ✓ Adhere name tag to the front of older children and on the back for children in the nursery
 - ✓ Start to welcome the child and create that nurturing environment
 - ✓ Encourage free play with other children
 - ✓ Monitor for conflict
 - ✓ Notice positive behavior and give feedback
- Step 2 – Conduct Activities
 - ✓ *Utilize the worksheets provided for each age appropriate activity*
 - ✓ There will be corresponding materials for each activity
 - ✓ Notice the theme of the activity and highlight that for the children
 - ✓ Encourage creativity, focus, sharing, learning and questions

Child Enrichment Model Explanation



- **Step 3- Outside/Free Play**
 - ✓ Important to keep a count of all the children
 - ✓ Keep all the children together
 - ✓ Encourage physical activity with safety in mind
 - ✓ Notice temperature and plan accordingly
 - ✓ Can organize some game: red rover, kick ball, freeze tag
 - ✓ Be creative
- **Step 4– Reading Circle/ Snack**
 - ✓ *Stop for potty time and clean up*
 - ✓ Provide healthy snacks
 - ✓ Start reading circle with books to reinforce theme
- **Step 5– Sign out / Conclusion**
 - ✓ Have parents initial and sign each child out
 - ✓ Review activities of the day and the outcome
 - ✓ Share crafts and homework possibilities
 - ✓ Build trust and rapport
 - ✓ Lysol all the toys, use hand sanitizer

Activity Example



- Workshop Name: Interviewing & Dressing for Success
- Age Group Target: 3 - 8

Activity Description	Purpose	Material List
<p>1. Tea Party: Set table and have roles; Review manners first: ROLES: Servers Greeters Cashier Patrons</p>	<p>Practice the skill of first impressions and how to present one's self. Understand how to cooperate and play together.</p>	<ul style="list-style-type: none"> • Table Cloth • Plates • Tea Cups • Napkins • Donut (snacks) • Aprons • Manners Poster • Cash register • Play money
<p>2. Outside Play & Snacks</p>	<p>Social skills / Interaction</p>	<p>Snack from tea party for all to share</p>
<p>3. Reading circle</p>	<p>Reinforce theme: Learn about manners</p>	<p>TITLES:</p>

Homework: Have you child set the table tonight and notice good manners

Potential Challenges



- Potential Challenges

- ✓ What to do if a parent brings a sick child?
- ✓ What approach is best for encouraging involvement?
- ✓ What should you do to correct behavior?

- Insights

- ✓ Refer to the V.O.I.C.E. policy of no children with a temperature or contagious illnesses.
- ✓ Build on strengths not weaknesses – water the flowers not the weeds
- ✓ Utilize acknowledgements vs. praise
 - Praise is about the task
 - “great job getting and A on that paper”
 - Acknowledgment is about who they are being
 - “I noticed all the effort you put in on that paper”

**Try: “ Thank you for being _____, vs.
Thank you for doing _____**

- ✓ When correcting behavior utilize positive discipline techniques
- ✓ No physical discipline

Positive Discipline Model



Adapted from "Positive Discipline" by Jane Nelsen, Ed.D.

The child's Goal	How you feel	Typical response	Child's belief	Proactive Responses
Undue Attention To keep others busy or get special service	Annoyed Irritated Worried Guilty	Reminding Coaxing Doing this for the child	I count only when I'm being noticed.	Redirect by involving the child in a useful task. Plan special times. Set up a routine.
Power To be the boss	Provoked Challenged Threatened Defeated	Punishing Arguing back Giving in Wanting to be right	I belong only when I'm the boss or in control, or proving no one can boss me.	Acknowledge that you can't force them and ask for their help. Don't fight and don't give in. Withdrawal from the conflict and calm down. Be firm and kind. Act, don't talk. Decide what you will do. Give limited choices.
Revenge To get even	Hurt Disappointed Disbelieving Disgusted	Retaliating Getting even Thinking "how could they do this to me?"	I don't think I belong so I'll hurt others as I feel hurt. I can't be liked or loved.	Deal with the hurt feelings. "Your behavior tells me you have hurt feelings, can we talk about it?" Avoid punishment. Encourage strengths.
Assumed Inadequacy To give up and be left alone	Despair Hopeless Helpless Inadequate	Giving up Doing for them Over helping	I don't believe I can belong, so I'll convince others not to expect anything of me. I am helpless and unable; it's no use trying because I won't do it right.	Show faith. Take small steps. Stop criticism. Encourage any positive attempts, no matter how small. Don't give up and set opportunity for success.



Child Enrichment Reminders



- Child enrichment is more than daycare
- We are committed to creating a nurturing and learning environment
- Creating program that involves the whole family increases potential for lasting change
- Notice positive behavior and encourage it
- Reinforce theme for workshop throughout
- Ask for help when you need it
- Have a clear lead volunteer in the room
- Safety is primary
- Use lots of acknowledgements
- Understand what is driving misbehavior
- Realize the lasting impact you will have on a child's life
- Nursery tips: ask for help, be ok with crying for 10-15 min at a time, use supplied diapers when needed.
- If you have asked for help in the room and VOICE staff input, then we can get the parents.

A True Commitment is a Heartfelt Promise to Yourself from which You Will Not Back Down