



- Reading to seniors**
- Preparing bags of food**
- Comforting patients**
- Answering phones**
- Organizing clothes**
- Being a docent**
- Walking dogs**
- Cleaning trails**
- Fundraising**
- and more**

HELPING HANDS



Volunteer Opportunities



Private, county and city volunteer opportunities in the Arcadia area

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Compiled by the
Communications and
Marketing Division

City of Arcadia
(626) 574-5460

Volunteerism is, by definition, devoting oneself to an organization or cause and selflessly donating time and effort to achieving the goal of that organization; working toward the greater good of the community through service.



Arcadia is known as the community of homes, but when we look at the wonderful residents that live in Arcadia, we realize that it is the people of Arcadia that truly make it a great place to live. Arcadians have a long history of volunteerism and continue to share that generous spirit every day.

In this brochure we hope that you and your family will discover some of the many organizations in the area that could use extra help with everything from office work to clearing hiking paths to running fundraisers and more. Even if you can only donate an hour, every bit of help that you are able to offer an organization will help it reach its goals of helping others, animals and nature, and making a positive contribution to the community.

Thank you for sharing your spirit of
volunteerism,

Arcadia City Council

General Volunteer Assignment Agencies

Volunteer Center of San Gabriel Valley

The Volunteer Center helps place volunteers with various volunteer opportunities that meet their interest, time commitment, involvement interest and abilities in the San Gabriel Valley. The Center has volunteer opportunities from large organizations to small, that range in need from nature preservation to health care, from children to seniors.

119 West Palm Avenue

Monrovia, CA 91016

(Located inside the Monrovia Community Center)

www.vcsgv.org

(626) 256-8187

The following sites also match people with volunteer opportunities:

www.volunteermatch.org

www.laworks.com

www.volunteer.gov/gov



Animals

Pasadena Humane Society and SPCA

The Pasadena Humane Society & SPCA provides animal care for abandoned and homeless animals. An open door agency, PHS welcomes and cares for all animals in its service area regardless of age, medical condition, breed, etc. The Society is responsible for animal control and welfare for seven area cities including Arcadia.

Opportunities: adoption counselor, Barks and Books program, assist with behavior classes, cat socializer, foster care, health/clinic staff assistant, office work, lost and found pet aide, mobile unit, vet assistant, wildlife assistant, animal therapy program

Requirements: age 15 and up, application, informational meeting, orientation

361 South Raymond Avenue

Pasadena, CA 91105

(626) 792-7151

www.pasadenahumane.org

Volunteer contact: Mary Ann Nation-Greenwall

Email: mnationgreenwall@phsspca.org

San Gabriel Valley Humane Society

The San Gabriel Valley Humane Society provides animal control services, vaccination clinics, food, shelter and medical care to thousands of dogs and cats who are stray and homeless, or have been rescued from abusive conditions or relinquished by their owners.

Opportunities: walk dogs, play with cats, office work, laundry assistance, sew mini-blankets for the animals

Requirements: age 18 and up, application, orientation

851 East Grand Avenue

San Gabriel, CA 91776

www.sgvhumane.org

(626) 286-1159



Community

Arcadia County Park

Arcadia Park is a beautiful grassy park operated by Los Angeles County and features baseball diamonds, bowling greens, children's play areas, a community room, a multipurpose field, a swimming pool and tennis courts.

Opportunities: care and maintain softball fields, supervise softball games, office work

Requirements: age 14 and up, application, orientation, background check

405 South Santa Anita Avenue

Arcadia, CA 91006

<http://parks.lacounty.gov/>

Volunteer contact: Arshell Stanley

Email: astanley@parks.lacounty.gov

(626) 821-4619

Arcadia Presbyterian Church

Arcadia Presbyterian Church is a 300-member congregation that serves the community of Arcadia. The church has programs for adults and children. *You do not need to be a member of the church or have a religious affiliation to volunteer.*

Opportunities: office work, maintenance, painting, wood work, planting, trimming

121 Alice Street

Arcadia, CA 91006

(626) 445-7470

www.arcadiapres.org

Volunteer contact: Pastor Sam Knottnerus

Email: samiam@arcadiapres.org

Assistance League

Assistance League charitable programs rely on hands-on involvement by volunteer-members. Each innovative program is designed to meet the specific needs of Arcadia and surrounding communities.

Opportunities: Volunteer at Bargain Box Thrift Shop, work with seniors, prepare school supplies and clothes for school children as part of Operation School Bell®, "Make a Difference Day" Book Drive, label and distribute magazines to Methodist Hospital waiting rooms, educate elementary school children with Kids on the Block™ puppet shows, distribute infant clothing and supplies, coordinate Links to Learning awards for local teachers, and assist in grant writing

Requirements: application, orientation/training, membership dues, monthly meetings

100 South Santa Anita Avenue

Arcadia, CA 91006

(626) 446-7605

www.alarcadia.org

Email: ala@alarcadia.org

Assisteens

Assisteens is an auxiliary of Assistance League of Arcadia for teens in 9-12 grade. Assisteens are offered the opportunity to get involved with philanthropic programs in Arcadia. Participation encourages teens to develop a sense of community responsibility self reliance, and leadership and public speaking skills.

Opportunities: fundraising, planning and hosting events, visiting seniors in retirement facilities, Thanksgiving shopping for families in-need, reading to children at the library as part of the Book Buddies program.

Requirements: application, membership dues, grades 9-12, monthly meetings

Email: assisteens.arcadia@gmail.com

Cal Phil

Cal Phil offers world-class orchestra music at special concert events throughout the San Gabriel Valley, including the summer concerts at the Santa Anita Race Track.

Opportunities: ushers, office work, special events, stage crew, runners, ticket sales, event set-up, food service

Requirements: age 14 and up, orientation

400 South Baldwin Avenue #2160

Arcadia, CA 91007

(626) 300-8200

www.calphil.org

Email: volunteer@calphil.org

Foothill Unity Center

Foothill Unity Center provides food, supplies and basic needs for low-income individuals and families.

Opportunities: food packaging, sorting and distribution, office work, driving*, help at special events and food drives, warehouse work, plastic bag recycling, fundraising

Requirements: age 13 and up**, application, references, orientation

* *valid drivers license and auto insurance*

** *younger volunteers and groups are welcome with supervision*

415 West Chestnut Street

Monrovia, CA 91016

(626) 358-3486

www.foothillunitycenter.org

Volunteer contact: Raina Martinez at (626) 358-3486, ext. 107

Email: volunteer@foothillunitycenter.org

Friends of the Arcadia Public Library

Friends is a volunteer support organization for the Arcadia Public Library that raises funds for many of the library programs. The Friends' Bookstore is completely run and operated by volunteers.

Opportunities: work in the Friends' Bookstore (stock shelves, price books, work at

the cash register, greet patrons, etc.), annual book drive, leadership role on Board
Requirements: application, time commitment of 6 months, membership dues

20 West Duarte Road
Arcadia, CA 91007

(626) 821-5570

www.ci.arcadia.ca.us/home/index.asp?page=805

Live Oak Public Library

Live Oak Public Library is a Los Angeles County library located in the county portion of Arcadia. The Library offers adult and children sections, children's programming and computer access.

Opportunities: library guide, clean, straighten and sort materials, assist with children's programming, office work, help customers with computers, academic support, fundraising

4153-55 East Live Oak Avenue
Arcadia, CA 91006

(626) 446-8803

www.colapublib.org/libs/liveoak

Volunteer contact: Dina Malakoff

Neighborhood Legal Services

Neighborhood Legal Services is a private, non-profit law firm advocating for low-income residents by providing legal representation and a variety of legal services and community education.

Opportunities: work on cases and projects in the offices, at sites in the community, and in the clinics, help litigants prepare court forms or paperwork, provide information about the legal process and community resources, office work, translation

Requirements: application, resume, orientation, training

Note: NLS needs volunteer attorneys, paralegals, law students, undergraduate students and community volunteers who are able to communicate effectively, both orally and in writing, and to carry out instructions. In addition, volunteers must be able to work well with people who may be in crisis. Bilingual volunteers are always needed, but not required.

9354 Telstar Avenue
El Monte, CA 91731

(818) 834-7585

www.nls-la.org

Volunteer contact: Diana Avendano

Email: volunteers@nls-la.org

Volunteering with the City

Administrative Services Department

Financial Services Division

Volunteers may assist staff with various assignments that support the operations of the Division, including answering telephone calls, data entry and typing, maintenance of files and photocopying.

Volunteer contact: Alicia Salce at (626) 574-5424
Email: asalce@ci.arcadia.ca.us

Purchasing Division

Volunteers may assist staff with the preparation and evaluation of bids and requests for proposals, filing, answering phones, preparing vendor applications, helping with the preparation of purchase orders, purging annual records and assisting with issues related to the City's telecommunications equipment.

Volunteer contact: Purchasing Officer at (626) 574-5462

Development Services Department

Code Services Division

Volunteers are used to assist staff by providing supplemental field and clerical support. Volunteers perform such duties as maintaining records and entering information into a database, reporting sign violations, canvassing of office buildings and large commercial centers for business license compliance, following up on trash container violations and photographing possible maintenance violations for investigation.

Volunteer contact: Jim Kasama at (626) 574-5442
Email: jkasama@ci.arcadia.ca.us



Fire Department

Volunteers assist with administrative work in the Fire Prevention Bureau and Administrative Offices.

Opportunities: answering phones, filing, processing records, general office operations

Requirements: age 21 and up

Volunteer contact: Yvonne Yeung at (626) 574-5126

Email: yyeung@ci.arcadia.ca.us

Museum of Arcadia Heritage

The Gilb Museum of Arcadia Heritage docents provide an historical, educational experience for visitors of all age groups and cultural backgrounds. Docents, upon completion of the Museum's docent training program, will gain educational experience, local historical knowledge and build



lasting relationships with staff, volunteers and the community. Volunteers from the High School help out with our special events for children and for exhibit openings. Long-time, seasoned volunteers are asked if they would like to work on an extra, individual project under the guidance of the Curator.

Volunteer contact: Dr. Dana Hicks at (626) 574-5440

Email: dhicks@ci.arcadia.ca.us



Library

The Arcadia Public Library relies on its volunteers to help out in many areas of the Library. The Library's Volunteer Programs offers opportunities to satisfy Community Service requirements or to satisfy the desire to serve the community.

Opportunities: study room monitor, event assistant, computer monitor, Teen Zone assistant*, straightening books, Barks & Books assistant, processing materials for circulation, children's program assistant, internet tutor, English conversation class tutor, delivering books to the homebound*, circulation

Requirements: age 13 and up, minimum time commitment of 1 to 2 hours a week for at least 6 months (for most volunteer positions). A few of the positions require fingerprinting which we will arrange for you.

* *Must be age 21 or older and/or fingerprinting required.*

Volunteer contact: Darlene Bradley at (626) 821-5570

Email: dbradley@ci.arcadia.ca.us



Police Department

The volunteer program is a valuable resource in which volunteers offer their time and skills to augment existing law enforcement personnel and efforts.

Opportunities: amateur radio operators (licensed), office work, crime analyst assistance, language translators, special community events, community relations, chaplains, mounted patrol, Volunteers In Patrol Support (VIPS)*

Requirements: for some positions licensing and/or extra training is required. Mounted police positions require that you have your own horse and trailer.

*VIPS- VIPS are volunteers who have been trained to function as an auxiliary unit to the Police Department, but have no powers of arrest beyond those of a private person. They act as the "eyes and ears" for Police Officers. In addition to reporting suspicious activity, they also do house checks, traffic control, issue parking citations, courier activities and may be called out at any time for any condition deemed an emergency by the Watch Commander.

Volunteer contact: Leon Solorio at (626) 574-5173

Email: lsolorio@ci.arcadia.ca.us

Recreation and Community Services Department



Youth Volunteers

Teens can obtain valuable volunteer experience through the Youth Volunteer Program. This experience will assist with school service hours and helps prepare youngsters for college and future jobs. This is a fun way to learn job skills, gain experience, make friends and fulfill service hours. Leaders-in-Training also receive

leadership hours and are learning the tasks of a Recreation Leader. Please note that volunteer placement is seasonal.

Opportunities: Volunteers help with recreation department events, senior events, school district special events, set up, etc. Leader-in-Training volunteers work at school sites, help supervise kids along with Recreation Leaders, can accrue leadership hours and get on-the-job training for future recreation leader positions

Requirements: application, interview, background check, orientation and training, required meetings, minimum time commitment of 20 hours

Volunteer contact: Bryant Wang at (626) 574-5487

Email: bwang@ci.arcadia.ca.us

Senior Services

Volunteers are a tremendous help to City staff with special events, activities, reassurance programs, daily lunches and classes for our senior residents.

Volunteers are placed as positions are needed.



Opportunities: front desk receptionist, office work, telephone reassurance program, friendly visitor for in-home services, blood pressure taker, assist people with taxes, community service advisor, help serve food at senior lunches, register the public for classes,

teach a class, help in the gift shop, assist at special events

Requirements: age 18 and up, application, interview, orientation, valid drivers license and insurance (if applicable to service), background check (if applicable to service)

Volunteer contact: Esther Reynoso at (626) 821-4373

Email: ereynoso@ci.arcadia.ca.us

Pasadena Symphony and Pops

The Pasadena Symphony and POPS provides the community with a full spectrum of live symphonic concerts year-round at the historic Ambassador Auditorium in Pasadena and at its new summer venue at the Los Angeles County Arboretum (2012).

Opportunities: member of concert staff, ticket takers, greeters, help at special events, development, marketing, audience outreach

Requirements: application, orientation, training

2 North Lake Avenue, Suite 1080

(626) 793-7172

Pasadena, CA 91101

www.pasadenasympphony-pops.org

Email: volunteer@pasadenasympphony-pops.org

Red Cross

Red Cross serves a variety of community functions that range from blood drives, to CPR training, to disaster response and preparedness.

Opportunities: teaching health and safety courses, assist with blood drives, service to the armed forces programs, development, marketing and communications, emergency preparedness information, disaster response*

Requirements: age 16 and up, application, orientation, background check

* *Disaster response requires an additional application and course*

376 West Huntington Drive

Arcadia, CA 91007

(626) 447-2193

www.redcross.org/ca/los-angeles

Email (general): volunteer@arcla.org

Email (youth): youthservices@arcla.org

San Gabriel Valley Habitat for Humanity

Habitat for Humanity helps make homeownership a reality for people who are not able to afford their own house. By building homes using the manpower of volunteers and donations all recipients have a home to call their own.

Opportunities: help at home building sites, assist in the habitat stores, office work, fundraising

Requirements: application , orientation*

* *Orientation is held the 2nd Tuesday of each month at 7 p.m.*

400 South Irwindale Avenue
Azusa, CA 91702

(626) 387-6899

www.sgvhabitat.org

Volunteer contact: Chelsea McHenry at (626) 387-6899, ext. 17

Email: volunteernow@sgvhabitat.org

Special Olympics

Special Olympics offers opportunities for athletes with disabilities to “go for the gold” at sporting events. Special Olympics was started by Eunice Kennedy Shriver in 1968 and now includes more than 3.1 million athletes in 175 countries who compete in games every year.

Opportunities: coaching sports teams, help at competitions, event planning and management, medical, fundraising, office work and support, public relations

Requirements: age 14 and up, application, code of conduct form, online training courses

9247 Key West
Temple City, CA 91780

(818) 247-6000

www.sosc.org

Volunteer contact: Patricia Maidens

Email: pmaidens@sosc.org

Ten Thousand Villages

As one of the world’s oldest and largest fair trade organizations, Ten Thousand Villages has spent more than 60 years cultivating trading relationships in which artisans receive a fair price for their work and consumers have access to distinctive handcrafted items. We seek to establish long-term buying relationships in places where skilled artisans are under- or unemployed, and in which they lack other opportunities for income.

Opportunities: sales associate, visual merchandising (create visually appealing displays), street promotion, unpacking/processing store orders, update inventory

Requirements: commit to at least 2 shifts per month

567 South Lake Avenue
Pasadena, CA 91101

(626) 229-9892

www.tenthousandvillages.com/pasadena#volunteer

Email: pasadena.volunteer.coordinator@tenthousandvillages.com

Union Station Homeless Services

Union Station is the San Gabriel Valley's largest and most comprehensive social service agency assisting homeless and very low-income people. The mission is to help men, women and children rebuild their lives and end homelessness. Union Station operates seven programs to help homeless adults and families achieve self-sufficiency.

Opportunities: assist with special events (set-up, registration, meal service, etc.), help at the reception desk, make and serve meals at regular distribution events, evening child care, cooking, laundry, make thank you calls to donors, office work

Requirements: application, orientation, background check (for certain opportunities)

825 East Orange Grove Boulevard

Pasadena, CA 91104

(626) 240-4550 x 124

www.unionstationfoundation.org

Email: volunteer@unionstationhs.org

YWCA Pasadena - Foothill Valley

The YWCA has been in the forefront of most major movements in the United States as a pioneer in race relations, labor union representation, and the empowerment of women. The YWCA's national mission is to eliminate racism, empower women, and promote peace, justice, freedom and dignity for all.

Opportunities: assist at special events, planning for big events, fundraising, office work, help at afterschool programs for young girls

Requirements: age 18 and up, female, background check

65 North Raymond Avenue, Suite 240

Pasadena, CA 91104

(626) 296-8433

www.ywca.org

Volunteer contact: Sharalyn Hamilton

Email: shamilton@ywca-pasadena.org

General Volunteering in the Community

Many of Arcadia’s local groups and clubs can benefit from volunteers. Check with the groups in your area to see if they can use volunteers on an ongoing basis or for special projects/events.

- Parent Teacher Associations (PTA)
- Homeowner Associations (HOA)
- Churches
- Civic and Service Groups
 - For example: Lions Club, Rotary, Elks, Arcadia Women’s Club, Altrusa, etc.
- Local sports organizations such as Little League and AYSO
- Arcadia Historical Society and Friends of the Arcadia Museum



Arcadia Unified School District

Arcadia Unified School District operates six elementary schools, three middle schools and one high school. Interested community members should contact the school site where they are interested in volunteering. The principal will determine what opportunities are available and what level of review/certification is required.

Opportunities: reading and working with students, helping teachers set up activities, supervising the playground, assisting with projects

Requirements: age 18 and up. TB testing and verification of negative test result, and fingerprint clearance may be required depending on position.*

**The cost associated with these clearances is the responsibility of the volunteer*

Arcadia Unified School District- main office
 234 Campus Drive
 Arcadia, CA 91007
www.ausd.net

(626) 821-8300

Boys and Girls Club of Pasadena

The Boys and Girls Club of Pasadena promotes the health, education, social, vocational and character development of kids, ages 6-18. The club provides athletics, homework assistance, reading clubs, technology centers, field trips, arts and crafts, teen centers

and private music lessons to children in Pasadena and the greater Pasadena area. Opportunities: help staff with daily duties, assist with programs, office work, staff the information desk

Requirements: age 16 and up, application, interview

Volunteers not in school are asked to commit to one year of service with two hours of volunteer time a week. Students are asked to commit to six months of volunteer time.

3230 East Del Mar Boulevard

Pasadena, CA 91007

(626) 449-9100

www.bgcpasadena.org

Volunteer contact: Vanessa Cullen at (626) 449-9100, ext. 204

Email: volunteer@bgcpasadena.org

Boy Scouts of America- San Gabriel Valley Council

Boy Scouts of America prepares young people to make ethical choices over their lifetime by instilling in them the values of the Scout, integrity, hardwork, good morals, helping others, physical fitness, kindness and loyalty. Volunteers can help at the district level or at the individual unit level.

Opportunities: help promote scouting at special events and schools, plan activities for units, chaperone activities, help with day-to-day activities, work with planning committee, become a pack/troop leader

Requirements: application, background check, training

3450 East Sierra Madre Boulevard

Pasadena, CA 91107

(626) 351-8815

www.sgvbsa.org

Volunteer contact: Lucia Bernal at (626) 351-8815, ext. 236

Email: Lucia.Bernal@scouting.org

Catholic Big Brothers Big Sisters

Catholic Big Brother Big Sisters is the nation's largest network of volunteer mentors in the country to children who are mostly from low-income and single parent homes or families where a parent is incarcerated. This mentor relationship helps develops friendship and give kids a positive role model and advocate.

Opportunities: develop a mentor relationship with boys (ages 7-14) and girls (ages 7-16), office work, computer assistance, facility maintenance, fundraising

Requirements: age 18 and up, application, interview, reference check, training, background check, all religions are welcome, time commitment of one year with two activities a month with the little brother or sister

Villa Park Community Center
363 East Villa Street
Pasadena, CA 91104

(626) 792-5664

www.catholicbigbrothers.org

Volunteer contact: (800) 463-4066

Email: volunteer@catholicbigbrothers.org

Friends of Foster Children

Friends of Foster Children enhance the quality of life for abused, abandoned and neglected children in residential treatment facilities in the San Gabriel Valley. Friends of Foster Children sponsors the annual Sugarplum Tree event at Westfield Santa Anita which gathers gifts and supplies for foster children.

Opportunities: help with Sugarplum Tree event by gathering, sorting and distributing toys and supplies, staff booth at special events, fundraising, publicity and marketing, provide support for emancipated teens, grant writing, assist with other programs that support foster children

Requirements: interest form, orientation

P.O. Box 1105

Arcadia, CA 91077

(626) 445-4542

www.fofcsangabrielvalley.com

Email: fofc@earthlink.net

Girl Scouts of Greater Los Angeles

Girl Scouts focuses on building leadership and life skills in girls and young women in grades K-12 and provides opportunities to utilize and sharpen those skills through community service.

Opportunities: volunteers are welcome at the troop, service unit or council level

Requirements: age 18 and up, orientation, interview, reference check, training courses, criminal background check

101 East Wheeler Avenue

Arcadia, CA 91006

(626) 677-2200

www.girlscoutsla.org



Health

AIDS Service Center

The mission of AIDS Service Center (ASC), the second largest AIDS service provider in Los Angeles County, is to use multi-disciplinary teams to develop and deliver services, advocacy and education tailored to improve the quality of life of individuals, families and communities impacted by and at risk for HIV/AIDS and related medical conditions.

Opportunities: assist at special events, fundraising, stock shelves, organize food bags, distribute food, office support (mailings, computer inputting, filing, managing volunteer hours)

65 North Raymond Avenue, Suite 240
Pasadena, CA 91103

(626) 441-8495

www.aidservicecenter.org

Volunteer contact: Bill Stadler at (626) 441-8495, ext. 15

Arcadia Wellness Center

Arcadia Wellness Center is a facility within the Los Angeles County Department of Mental Health (DMH), providing a spectrum of mental health services to adults, offering support, hope, wellness, and recovery.

Opportunities: office work, charting, filing, translation help, answer phones, participate in client direct services, helping at the front desk

Requirements: age 18 and up, application, fingerprint, background check

301 East Foothill Boulevard, Suite 100
Arcadia, CA 91006

(626) 471-6500

<http://dmh.lacounty.gov/>

City of Hope

City of Hope is recognized worldwide as a leading hospital and research facility. It is the leading treatment center in Southern California to conquer cancer, diabetes, HIV/AIDS and other life-threatening diseases.

Opportunities: assist patients and staff, direct and escort visitors, office work, help at reception desk

Requirements: age 15 and up, application, orientation*, background check, training, medical clearance

* Call for orientation dates and times

1500 East Duarte Road
Duarte, CA 91010

(626) 256-HOPE

www.cityofhope.org

Volunteer contact: Volunteer Services Department at (626) 256-4673, ext. 64049

San Gabriel Valley Medical Center

San Gabriel Valley Medical Center provides quality healthcare to the residents of the San Gabriel Valley with emergency, inpatient and outpatient services.

Opportunities: youth and adult volunteers needed

438 West Las Tunas Drive
San Gabriel, CA 91776

(626) 570-6533

<http://www.sgvmc.com>

Volunteer contact: Carol Coenraad

Convalescent Aid Society

Convalescent Aid Society offers free loan of medical equipment for in-home use.

Opportunities: greeters, phone assistant, data entry, warehouse assistant, driving

Requirements: application, valid drivers license and insurance for driving positions

3255 East Foothill Boulevard
Pasadena, CA 91107

(626) 793-1696

www.convalescentaidsociety.org

Email: info@cas1.org

Hospice Services

Assurance Hospice

Assurance Hospice provides care to the patient and his or her loved ones, encompassing clinical, physical, spiritual and emotional needs, as well as social and moral support. The staff is a group of medical and non-medical professionals committed to providing quality end-of-life care.

Opportunities: spend time with patients, read to patients, write letters, take walks, support family members and caregivers, shopping, household maintenance, bereavement support

Requirements: age 18 and up, application, interview, background check, TB test, physical

40 Altadena Drive #102

Pasadena, CA 91107

(626) 793-3374

www.assurancehospice.com

Email: info@assurancehospice.com

Companion Hospice

Companion Hospice provides comfort, compassion and caring to patients and families with life-limiting disease.

Opportunities: provide relief for family members, administrative support, provide companionship, spiritual care support and bereavement support, read to patients, play games/cards

Requirements: age 18 and up, application, interview, orientation/training, health screening forms, time commitment of 1-4 hours per week

320 North Halstead Street #100

Pasadena, CA 91107

(877) 303-0692

www.companionhospice.com

Email: volunteer@companionhospice.com

Grandcare Hospice Services

Grandcare Hospice Services provides an individualized program of physical, emotional, spiritual and practical care for people in the last phases of a life-limiting illness, with an emphasis on control of pain and other symptoms.

Opportunities: pet therapy hospice volunteer

2555 East Colorado Boulevard, Suite 400-B

Pasadena, CA 91107

(877) 889-8570

www.grandcarehealth.com

Volunteer contact: Aaron Sommers

Mission Hospice

Mission Hospice provides humane and compassionate care for people in the last phases of incurable disease so that they may live as fully and comfortably as possible. Care is given to patients and families in private homes, skilled

nursing facilities, board and care facilities and assisted living facilities.

Opportunities: visit with patients and families, offer comfort and reassurance, read books, write letters, take walks with patients, share stories, provide caregiver relief and support, shop for patients and caregivers, assist with funeral and memorial services, office work, pet therapy program

Requirements for those who would like to work with patients: age 18 and up, application, TB test, background check, health screening, 20 hour training course, time commitment of one year and two hours a week, current driver's license, insurance and reliable transportation, strict confidentiality, patience, empathy and integrity, submit timely reports about the patient

Requirements for office work: age 16 and up, application, time commitment of one year and two hours a week, background check and strict confidentiality

Requirements for pet therapy program: application, interview/meeting, 20 hour training course, current certification through Therapy Dogs International or Delta Society

625 Fair Oaks Avenue, Suite 229

South Pasadena, CA 91030

(626) 799-2727

www.missionhospice.net

Volunteer contact: Joan Muraskin

Email: jmuraskin@missionhospice.net

Sunset Hospice Care

Sunset Hospice Care strives to provide the best quality of life for patients in their final days by providing a holistic approach.

Opportunities: visiting patients to provide social interactions, reassurance and comfort, and supportive and active listening

630 North Rosemead Boulevard, Suite 350

Pasadena, CA 91107

(855) 786-7389

<http://sunsethospicecare.org>

Volunteer contact: Colin Linebaugh

VITAS Innovative Hospice Care

VITAS Innovative Hospice Care provides end-of-life care for adult and pediatric patients with life-limiting illnesses. We work with patients and families to provide comfort and preserve dignity at the end of life. Our kind and caring hospice volunteers are as diverse as the patients they

serve, covering all ages, nationalities, ethnic backgrounds and lifestyles. Some volunteers are retired; others are working professionals or students. We even have four-footed, fur-coated volunteers from our Paw Pals program. VITAS hospice volunteers serve as patient and family advocates and help bring dignity and compassion to the end of life.

Opportunities: administrative, computer assistance, answering phones, assist with various program operations, bereavement volunteers support families with telephone calls and visits, make lap blankets, pillows, and other items to bring comfort to patients and families, direct patient care, help with hair care (must have a current cosmetology license), sew memory bears from VITAS patients' clothes to provide comfort and support to the family, music volunteers provide support to the patient and family by singing or playing a musical instrument, Paw Pals volunteers (VITAS trains and certifies friendly, well-behaved pets to be Paw Pals®)

Requirements: age 16 and up, training program, commit at least one to four hours a week, background check, TB test

1343 N. Grand Ave, Suite 100
Covina, CA 91724
www.vitas.com
Email: maryann.mendozajen@vitas.com

(626) 974-2073
(800) 938-4827

Methodist Hospital

Methodist Hospital is a full service hospital with emergency capabilities, servicing Arcadia and the San Gabriel Valley.

Opportunities: visit with patients, drive the shuttle, help at the information desk or gift shop, assist with marketing/public relations, assist with special events, provide musical performances, filing paperwork

Requirements:

For adult volunteers- age 18 and up, application, interview, orientation, immunization record, background check, time commitment

For junior volunteers- age: graduated from 8th grade - junior graduation, application, training, TB test clearance, time commitment

300 West Huntington Drive
Arcadia, CA 91007
www.methodisthospital.org

(626) 898-8000

Adult volunteer contact: Noemi Cota at (626) 574-3646

Email: noemi.cota@methodisthospital.org

Junior volunteer contact: Leticia Brizuela-Rodriguez at (626) 574-3753

Email: leticia.brizuela-rodriguez@methodisthospital.org

Therapy Dog Program at Methodist Hospital

Specially trained volunteers and their dogs visit with patients in the hospital.

Requirements: dogs and their handlers must be certified through Delta Society, Pet Therapy International or Therapy Dogs Inc.

Volunteer contact: Noemi Cota at (626) 574-3646

Email: noemi.cota@methodisthospital.org

National Alliance on Mental Illness (San Gabriel Valley office)

NAMI San Gabriel Valley is a nonprofit, self-help advocacy and support group of consumers, families, and friends of people with severe mental illnesses, dedicated to the eradication of those mental illnesses and to the improvement of quality of life of those affected by these diseases.

Opportunities: brochure distribution, outreach, attend health fairs, teach classes, facilitate support groups, public speaking, event planning, answering phones, office work, calling organizations, serving on committees, fundraising. Bilingual speakers are needed.

Requirements: age 16 and up, orientation, training, commitment of at least 3 months

2550 East Foothill Boulevard #135

Pasadena, CA 91107

(626) 577-6697

www.nami.org

Email: sgvnami@pacificclinics.org

St. Baldrick's Foundation

St. Baldrick's Foundation raises awareness and funds to cure kids' cancer by supporting research and fellowships.

Opportunities: office work, assist with special events

1333 South Mayflower Avenue, Suite 400

Monrovia, CA 91016

www.stbaldricks.org

(626) 792-8247

Villa Esperanza Services

Villa Esperanza Services works with children and adults with developmental disabilities.

Opportunities: work with the children and adults in the program, office work, help in the occupational therapy clinic and the speech center, campus improvement projects

Requirements: application, one hour orientation, current TB test

2060 East Villa Street
Pasadena, CA 91107

(626) 449-2919

www.villaesperanzaservices.org

Volunteer contact: Margaret Morris at (626) 449-2919, ext 162

Email: mmorris@villaesperanzaservices.org



Nature/ Environment

Amigos de los Rios

Amigos de los Rios helps create and maintain sustainable open spaces, protects the environment and strengthens community life in order to benefit current and future generations.

Opportunities: habitat restoration, weeding, mulching, maintenance

908 East Altadena Drive
Altadena, CA 91001

(626) 791-1611

<http://amigosdelosrios.org>

[facebook.com/emeraldnecklace](https://www.facebook.com/emeraldnecklace)

Email: info@amigosdelosrios.org

Angeles National Forest

The stunning mountain backdrop for Arcadia is comprised of Angeles National Forest. Arcadians can hike, camp, study native plants and wildlife, and appreciate our natural environment, all in our own backyard.

Opportunities: watershed restoration, plant and wildlife surveying, reforestation, interpreters and naturalists at the Visitor Center

Requirements: application

701 North Santa Anita Avenue
Arcadia, CA 91006

(626) 447-8991

www.fs.fed.us/r5/forests.html

Email: friendsoftheangeles@gmail.com

Angeles National Forest Fire Lookout Association (ANFFLA)

ANFFLA is dedicated to restoring, maintaining and staffing the remaining lookouts of the Angeles National Forest.

Opportunities: staff the lookouts

Requirements: training, orientation, monthly meetings

www.anffla.org

(909) 744-9510

Volunteer contact: Pam Morey at (909) 744-9510, ext. 125

Email: info@anffla.org

Eaton Canyon Nature Center

Eaton Canyon Nature Center is a zoological, botanical and geological natural preserve located at the base of the San Gabriel Mountains. Visitors can enjoy hiking trails, equestrian paths, various natural habitats, native plants and wildlife.

Opportunities: naturalist docents, run programs for adults and children, light garden work and maintenance, work at the visitors center, assist with animal care, help at the gift shop and information desk

Requirements: training for naturalist docents

1750 North Altadena Drive
Pasadena, CA 91107

(626) 398-5420

www.ecnca.org

Volunteer contact: Judy Bass

Email: volunteers@ecnca.org

Los Angeles County Arboretum and Botanic Garden

The Arboretum is a 127-acre historic site and botanic garden, home to plant collections from all over the world. Arcadia's official bird, the peacock, can be found strolling the Arboretum grounds. Volunteer opportunities exist for both adults and students. Adults who can volunteer at least 50 hours of service annually are invited to join Los Voluntarios.

Los Voluntarios opportunities: administrative & customer services, gift shop, library, educational programming, gardening, field docents, historic preservation, Santa Anita depot docents, floral arrangements, walking tours, membership services, special events

Requirements for Los Voluntarios: must be an adult, application, attend a four-session orientation and training course, time commitment of 50 hours a year

Adult (with limited time) opportunities: staffing special events, special projects

Student opportunities: staffing special events, working on special projects, and some duties on an on-going basis

Requirements for students: age 14 and up, application

301 North Baldwin Avenue

Arcadia, CA 91007

(626) 821-3222

www.arboretum.org

Volunteer contact: Nancy Carlton at (626) 802-8471

Email: nancy.carlton@arboretum.org

San Gabriel Mountains Trail Builders (SGMTB)

Trail Builders is dedicated to constructing and maintaining hiking trails in the San Gabriel Mountains' Angeles National Forest.

Opportunities: The group meets every 1st, 3rd and 5th Saturday of the month to maintain trails.

Requirements: under age 18 needs written consent from parent/guardian

978 Norumbega Drive

Monrovia, CA 91016

(626) 303-1078

www.sgmtrailbuilders.org

Volunteer contact: Ben White

Email: ben@SGMTrailbuilders.org or bwootonwhite@hotmail.com

The Huntington Library

The Huntington Library is one of the finest research libraries in the world, has a well known and established art collection, and an array of botanical gardens with plants from a geographic range spanning the globe.

Adult opportunities: docents, office work, garden maintenance, work on special projects (prepare information packets, address envelopes, etc.), work at the information center

Requirements: application, orientation, training and instruction, some positions have time commitments of one time a week for two years

Student opportunities: support staff, greeters, facilitate demonstrations, work in the gardens, help prepare exhibits, oversee discovery cart, interact with the public, conservatory program

Requirements: age 14 and up, application, orientation, interview, training, time commitment of one day a week for 6 months

1151 Oxford Road
San Marino, CA 91108
www.huntington.org

(626) 405-2100

Adult volunteer contact: Mikki Heydorff at (626) 405-2126
Email: mheydorff@huntington.org

Student volunteer contact: Mollie Merchant Swaner at (626) 405-3429
Email: mswaner@huntington.org



Seniors

Arcadia Meals on Wheels

Meals on Wheels provides nutritious and delicious meals to people who have trouble preparing meals or accessing food independently.

Opportunities: Driving and delivering meals to seniors and those with disabilities

Requirements: background check which requires a social security number, valid drivers license and auto insurance

Arcadia Meals on Wheels operates from an office located at Arcadia Red Cross
376 West Huntington Drive

Arcadia, CA 91007

(626) 447-2193

Volunteer contact: Pat Hrstich

Email: hrstich@arcadia-redcross.org

Nursing/Convalescent/Retirement Homes in Arcadia

Opportunities: visit with seniors, lead activities, talk with residents and be a companion, read to seniors, play games, arts and crafts, be a friend

Requirements: Please check with the facility in which you are interested in volunteering

Arcadia Gardens Retirement Hotel

720 West Camino Real

Arcadia, CA 91007

www.arcadiagardensretirement.com

Email: arcadiagardensrh@gmail.com

(626) 574-8571

Arcadia Retirement Village

607 West Duarte Road

Arcadia, CA 91007

www.arcadiaretirementvillage.com

Email: info@arcadiaretirementvillage.com

(626) 447-2912

Country Villa Health Services

400 West Huntington Drive
Arcadia, CA 91007 (626) 445-2421
www.countryvillahealth.com
Volunteer contact: Lena Williams

Naomi Gardens

655 West Naomi Avenue
Arcadia, CA 91007 (626) 445-8474
Volunteer contact: Diana Echeverria
Email: naomigardens@sbcglobal.net

Vista Cove

601 Sunset Boulevard
Arcadia, CA 91007 (626) 447-0106
www.vistacove.net
Volunteer contact: Lauren Schoolar
Email: vca@vistacove.net

Santa Anita Family Service

Santa Anita Family Service creates healthier and more stable children and adults through education, mental health, social services and senior programs, regardless of income. Volunteer opportunities are in the senior services division.

Opportunities: front desk receptionist, telephone reassurance program (call homebound seniors)

Requirements: age 21 and up, application, time commitment preferred

605 South Myrtle Avenue
Monrovia, CA 91016 (626) 359-9358
www.santaanitafamilyservice.org
Email: safsmmonrovia@santaanitafamilyservice.org

Where Should I Volunteer? Volunteer Selection Questionnaire

1. Select an area in which you are interest in volunteering.

Some things to consider: What are you interested in doing? With whom would you like to work? Would you rather work indoors or outside? Would you like to do more physical work, or are you more comfortable with less labor-intensive activity? Do you prefer to work independently or with others?

2. Come up with a realistic schedule for the time you can commit to an organization. How many hours can you volunteer? What days of the week?

3. Call the agency in which you are interested to find out about current opportunities. Visit the agency if possible.

4. Ask questions and get details about what you will be expected to do.

5. Make the commitment.

Notes:

Please note: There are many organizations that do wonderful work in the community by seeking donations and providing much-needed monetary assistance. These groups may only require volunteer help on occasion. The organizations selected to be represented in this brochure have an ongoing need for volunteer assistance throughout the year.



CITY OF
ARCADIA

Revised June 2014