



**Big Brothers Big Sisters
of Halton**

410 Bronte Road S.,
Milton, ON L9T 0H8
Tel: 905.878.8840
Fax: 905.876.1273
northhalton@bbbshalton

464 Morden Road,
Oakville, ON L6K 3W4
Tel: 905.339.2355
Fax: 905.339.2354
theclub@bbbshalton.ca

THE CLUB

An After School Tutoring Program for Kids

Thank you for your interest in joining The Club and volunteering as a club supervisor for children in our community who are in need of assistance with their homework. With motivated volunteers, we can make a difference!

We have enclosed a description of The Club programs and the time commitments involved so you are better able to coordinate your availability. We have also enclosed the Volunteer Supervisor Application Form. Please return these as soon as possible so we may begin the approval process.

You are required to submit a routine Police Clearance for Volunteers. This can be arranged in person.

For **Oakville Volunteers**: at either the Halton Police Headquarters on Bronte Road OR 1229 White Oaks Blvd (next to Town Hall).

For **Milton Volunteers**: at Halton Regional Police located at 490 Childs Drive, Milton.

Take two pieces of ID, one with a photo (at least one should be Government Issue such as birth certificate, driver's license, and passport). The cost is \$15.00 in cash (VISA, Mastercard, debit or cash accepted).

Upon receipt of your application and references, we will be contacting you to schedule an interview and to answer any questions you may have about the program.

Thank you in advance for your time and consideration. If you have any questions or comments, please do not hesitate to contact us at 905.339.2355 (Oakville) or 905.878.8840 (Milton). We look forward to hearing from you soon.

Sincerely,

Anne-Marie Doherty
905.339.2355 ext. 228
Program Manager
The Club

Janet Budreski
905.339.2355 ext. 231
Program Coordinator
The Club Oakville

The Club North Halton
905.878.8840

In Partnership with:





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Volunteer Opportunities

This program is being offered to children in the community from grade 3-8 who are experiencing academic difficulties and would benefit from assistance with their homework.

- **Club Supervisors** work in teams of two to set-up, administrate and manage a club session weekly.
- **Tutors** will assist students with their homework, play educational games and utilize available resources

While the sizes of the clubs vary, the target size is 16 students and 16 tutors. The times below may change slightly in the new school year. These programs are offered from the beginning of October until end of May and are presently provided at the following schools:

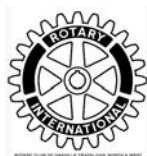
OAKVILLE CLUBS

Abbey Lane Public School: for Grades 3-8 1160 Old Abbey Lane (b/w Dorval & Nottinghill Gate)	Mondays	3:15 pm to 4:25 pm
Lorne Skuce Public School: for Grades 3-5 150 Ridge Dr. (1 street N. of Leighland b/w Trafalgar & 6 th Line)	Mondays	3:10 pm to 4:20 pm
Oakwood Public School: for Grades 3-5 357 Bartos Dr. (off Kerr b/w Rebecca & Speers)	Tuesdays	2:45 pm to 4:00 pm
Sheridan Public School: Grades 3-5 1555 Lancaster Dr. (near Upper Middle & 8 th Line)	Wednesdays	3:15pm to 4:15 pm
St. James Catholic School: Grades 3-8 255 Morden Rd. (b/w Rebecca & Speers)	Monday Tuesdays	3:20 pm to 4:30 pm
St. Joseph Catholic School: Grades 3-8 477 Warminster Dr. (corner of Bridge & Warminster)	Wednesdays	2:55pm to 4:05 pm
St. Michael Catholic School: Grades 3-8 165 Sewell Dr. (off McCraney b/w Trafalgar & 6 th Line)	Wednesdays	3:20 pm to 4:30 pm
W.H. Morden Public School: Grades 3-8 180 Morden Rd. (corner of Morden & Rebecca)	Tuesdays	2:50 pm to 4:00 pm
St. Andrew Catholic School: Grades 3-8 145 Millbank Dr. (off Glenashton b/w 6 th Line and Trafalgar)	Wednesday	2:50 to 4:00 pm
Holy Family Catholic School: Grades 3-8 1420 Grosvenor Street (south of Upper Middle)	Monday	3:20 to 4:30 pm
West Oak Public: Grades 3-8 2071 Fourth Line (north of Upper Middle)	Tuesday	3:20 to 4:30 pm

NORTH HALTON CLUBS

J. M Denyes: Grades 3-5 215 Thomas Street, Milton	Wednesday	3:20 to 4:30 pm
Our Lady of Victory: Grades 3-8 540 Commercial Street, Milton	Tuesday	3:00 to 4:30 pm
McKenzie-Smith Bennett: Grades 3-8 69 Acton Blvd, Action		
St. Joseph: Grades 3-8 147 Mill St. W., Action		

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CONFIDENTIAL VOLUNTEER SUPERVISOR APPLICATION

Date: _____

Location Choice – Oakville North Halton

Last Name:		First Name:	
Address:			
City:	Postal Code:	E-Mail:	
Home Phone No.:	Work:	Cell:	

Emergency Contact Name:			
Address (Street & City):			Postal Code:
Relationship:		E-Mail:	
Home Phone No.:	Work:	Cell:	

Where did you hear about our agency/programs?		
<input type="checkbox"/> Television	<input type="checkbox"/> Special Events	<input type="checkbox"/> Website
<input type="checkbox"/> Radio	<input type="checkbox"/> Friends/Relative	<input type="checkbox"/> Brochure
<input type="checkbox"/> Newspaper	<input type="checkbox"/> Billboard/Bus Shelter	<input type="checkbox"/> Other
<input type="checkbox"/> Current Volunteer	<input type="checkbox"/> Former Littles	<input type="checkbox"/> Always Known

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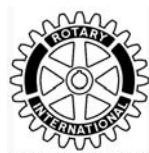




Why do you want to be a Volunteer Supervisor?	
Previous Experience (Teaching and/or related professional experience):	Date
Other experience with children or children's organizations:	Date
Community Involvement – clubs or organizations:	Date
Additional related training or certificates	Date
Can you commit yourself to the following in order to qualify as a supervisor?	
1. ORIENTATION/INTERVIEW AT BBBS OFFICE? - Yes <input type="checkbox"/> No <input type="checkbox"/>	
2. AVAILABILITY - Check off the days you are available MON <input type="checkbox"/> TUES <input type="checkbox"/> WED <input type="checkbox"/>	
3. TIME – Are you available between 3:00 to 5:00 pm? Yes <input type="checkbox"/> No <input type="checkbox"/>	
4. TRANSPORTATION TO PROGRAM SITE? Yes <input type="checkbox"/> No <input type="checkbox"/>	
LOCATIONS – Check off the school (s) that are most convenient for you:	
Oakville Schools: St. James <input type="checkbox"/> St. Joseph <input type="checkbox"/> Oakwood <input type="checkbox"/> Sheridan <input type="checkbox"/>	
Holy Family <input type="checkbox"/> St. Michael <input type="checkbox"/> Lorne Skuce <input type="checkbox"/> Morden <input type="checkbox"/>	
Abbey Lane <input type="checkbox"/> West Oak <input type="checkbox"/> St. Andrews <input type="checkbox"/>	
Milton Schools: J. M Denyes <input type="checkbox"/> Our Lady of Victory <input type="checkbox"/>	
Acton Schools: McKenzie-Smith Bennett <input type="checkbox"/> St. Joseph <input type="checkbox"/>	

Please share any additional information (on reverse) you feel would be helpful for us to know.

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THREE REFERENCES – SUPERVISOR

You will need to submit the names of people for references who have known you for at least three years. You need only to provide the names, addresses and phone numbers of these references and we will contact them. Please notify your references and make them aware that we will be contacting them.

Please complete the reference list below. Pick two references from category #1 and/or #2 and one reference from category #3.

1. Professional (work colleague).
2. Someone who is familiar with your work with children.
3. Family Member

1	Name: Ms <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/>	Street Address:	
	City:	Postal Code:	Relationship:
	Work Phone:	Home Phone:	E-mail:

2	Name: Ms <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/>	Street Address:	
	City:	Postal Code:	Relationship:
	Work Phone:	Home Phone:	E-mail:

3	Name: Ms <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/>	Street Address:	
	City:	Postal Code:	Relationship:
	Work Phone:	Home Phone:	E-mail:

I authorize the 'The Club' at Big Brothers Big Sisters of Halton to contact the references listed above for information.

Date

Signature of Applicant

We reserve the right to select the most suitable applicant based on Agency selection criteria.

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Supervisor Profile for The Club

As a volunteer supervisor for **The Club** you will require background and experience in most of these areas and demonstrate the following abilities:

- Teaching or social work background
- Strong interpersonal skills
- Experience in supervising of children and teenagers in a group setting
- Ability to manage a group of 35 young people in a positive manner
- Empathy and understanding of children, who lack self-esteem, have significant difficulty with schoolwork or other social or emotional difficulties
- Desire to work in a team
- Reliability and ability to take charge
- Problem solver
- Willingness to devote 2 hours per week during the school year from approximately 3 – 5 p.m.

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