



Giving your time to a good cause can include more than being physically on TCAA's site—and in an increasingly digital world, being “in person” isn't required.

If you or your group is interested in volunteering, now is the perfect time to explore volunteer opportunities you can do virtually.

We have many ways you can lend a hand virtually, from computers, tablets, phones and even note pads and envelopes!

Human connection is more important now than ever before.

Due to the unprecedented spread of COVID-19, we have been following strict government recommendations to protect our most vulnerable clients. However, this means that many are no longer able to enjoy their much-anticipated visits with friends and family, which is crucial for their emotional and mental health.

Below are a few fun ways to connect with our clients. Additionally, they provide for team building and fellowship within groups and departments.

Senior Pen Pal Project

The Pen Pal Project was developed to bring cheer to someone who has mobility limitations or limited social contacts. Volunteers will provide letters and/or notes to the client two times per month. This Project provides for a one-to-one relationship between the volunteer and the client.

Notes of Kindness and Encouragement

TCAA is committed to supporting those in our community who have been impacted by COVID-19 and those who may be impacted by unforeseen economic conditions. Help us show how much we care by writing a note of kindness and encouragement. The encouragement card should include your message and first name only.

Volunteers will write letters and/or notes to the clients on a one-time basis, without client follow-up. These letters/notes will be written to support a topic provided by TCAA. There is no limit to the number of participating volunteers. TCAA will distribute the notes to our clients who would benefit from additional encouragement from people who care.

Topics could include:

- **Mother's Day, Father's Day, Veteran's Day, etc.**
- **Inspirational Quotes, Self-Help, etc.**
- **Notes of encouragement or congratulations are needed in both English and Spanish.**

Virtual Workshops and Classes

Job Interview Skills Training and Mock Interviews

- Preparing for an interview is hard work. This topic would allow our job seeking participants to practice their interview skills via the telephone or computer.

Translators

- Document (up to 1000 words) translated from Spanish to English or English to Spanish.

Learn to Zoom Course

- Support a Learn to Zoom course for clients that do not have experience on this program and want to get comfortable with this very useful program so that they may participate in virtual meetings or interviews.

Create Tech Videos for Older Adults

- Help older adults navigate the digital world so they can make meaningful connections with their friends and families, especially now with their limited ability to meet in person.
- This opportunity has flexible timings. Create the videos at your convenience.
 - Requirements for videos:
 - Use a screen recording tool (example: Screen-Cast-O-Matic) to show step by step instructions on how to complete the task.
 - Save the file as an Mp4 file, or upload to and send google drive if the file is too large. Mp4 is preferred.

Financial Success Center

An understanding of how to build better credit, budget, or how to be prepared in a job interview are critical elements to the path of success. Support our FSC clients by providing workshops on the topics below.

- Topics to consider: job search, credit, credit repair, budgeting, basics in Microsoft Word/Excel
- The workshops are scheduled through the Community Engagement Supervisor and can be scheduled during the workday or afterhours.
- The workshops should last one hour.
- Volunteers are invited to work together to present on the topic.
- A minimum of 2 weeks is needed prior to the workshop to coordinate attendees

I-Help Clients

- Topics to consider: job search, resume/application completion, understanding an apartment lease, renters insurance
- The workshops are scheduled through the Community Engagement Supervisor and can be scheduled during the workday.
- The workshops should last one hour.
- Volunteers are invited to work together to present on the topic.
- A minimum of 2 weeks is needed before the workshop to coordinate attendees

Career Village

- Volunteers with expertise in specific areas would answer questions from clients regarding their job search, application completion, resume writing, and interview follow-up
- Volunteers would receive emails directly from clients and are asked to respond within 24 hours
- Resource materials would also be provided electronically through the volunteers
- Ten volunteers would be needed to start the Career Village with the hopes of adding additional volunteers as the project grows.
- This project would start as soon as June 2021.

Community Drives

Host a Drive

- Health Start Drive with items including diapers, baby formula
- Diaper Drive for baby, toddler, and adult diapers
- Hydration Drive during the summer months
- Puzzle Books for our Clients
- All drives are coordinated through the Community Engagement Supervisor, and items can be dropped off or picked up by TCAA Staff.

Story Time

- Story Time is a service that connects seniors with volunteers for virtual story hours, via a conference call. This story hour would be done weekly, during the workday.
- Book titles and poetry could be provided by TCAA's Community Engagement Supervisor.
- A minimum of 2 weeks is needed prior to the workshop to coordinate attendees

Assembly of Packages

- Assemble care packages containing hygiene products for delivery by TCAA to the home bound and those with limited mobility
- Assemble "Packs of Inspiration". Create your own food box along with inspirational notes and recipes. TCAA can provide a list of food selections and will deliver to the home bound and those with limited mobility.
- Assemble a Shoebox Garden. Provide a small container with soil, seeds, small pot and notes of cheer. TCAA will deliver to the clients who are home bound and those with limited mobility.