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# ***2009-2010 Intern Manual***

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University of Kansas Medical Center, Division of Student Services  
3901 Rainbow Boulevard, Kansas City, KS 66160

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“Each of us has been blessed with a calling to serve others, which stems from a passion to make a difference in the world. We must seize each opportunity to strengthen partnerships and stay fully engaged in the communities we serve. Whether volunteering time as a Youth Friend or taking time to help a neighbor during Christmas in October, we can positively impact the quality of life in our med center neighborhood.”

Barbara Atkinson, M.D.  
Executive Vice Chancellor of the University of Kansas Medical

The Community Outreach Program was founded in the fall of 1995 by Dean Dorothy Knoll, under the Division of Student Services, to extend the opportunity to become involved in a volunteer service program to students in the Schools of Allied Health, Nursing and Graduate Studies. Since that time, nearly 150 student interns have completed over 15,000 hours of volunteer service in Wyandotte County of Kansas City, KS.

The goal set forth by Dean Knoll for the Community Outreach Program is simple: to turn KUMC students into life-long volunteers. The program exposes students to cultural, social, economic and environmental diversities that help them gain a better understanding of other people and themselves. Through hands-on volunteer service experiences in the community and programs that foster teamwork and personal development, the University of Kansas Medical Center Community Outreach Program touches upon the many aspects of personal wellness and affects the lives of the students and the people in the community. The experience and knowledge Community Outreach Program student interns gain cannot be found in any classroom, but perhaps it will educate KUMC students to be more compassionate and caring health care professionals and members of society.

## **Reflections on the Past.....**

For many students at KUMC, being an intern in the Community Outreach Program has been an important life-changing experience. Volunteering their time has made past COP interns more aware of the challenges many people in society face everyday, and the little things we can do to help. Here are just a few words of reflection from past COP interns. As you read, try to imagine what new people, places and situations you might encounter as a COP intern.

“I met people that I never would have and I worked at places that used to be considered somewhat ‘dangerous’ to me. It opened my eyes to a world that I only saw on T.V.”

“I have been inspired to continue volunteer work in the future because I saw what a positive impact simply volunteering my time had on others.”

“This experience through COP has been such an informative one that I am actually planning to return to the general clinic setting as a nurse practitioner, both for employment and for volunteer service in the future.”

“There are many needs in our community and I have realized that volunteering has given me a sense of reward, enabled me to feel good about something that I have done, and make a difference in someone’s life. That difference, even if it is to only one person, is worth the effort.”

“I feel that I have gained insight into the lives of others and I have realized how the smallest giving of myself greatly impacts somebody else.”

# The University of Kansas Medical Center

Dean of Students  
Division of Student Services

September 1, 2006

Dear Community Outreach Program Interns,

It is my sincere belief that for those of us to whom much has been given, much is required. You have been given much by your own hard work and the opportunities which have been afforded you. You will give much as you embark on your outreach adventure with others in the community. As you will discover, you will be given much more in return.

It is my hope that you, when you graduate and leave KUMC, will carry this core of volunteerism with you and continue to give in the communities in which you choose to live. Thank you for being a part of the Community Outreach Program.

Sincerely,



Dorothy Knoll, Ph.D.  
Dean of Students



As an intern in the 2009-2010 Community Outreach Program, there are several expectations that you should be prepared to meet by the completion of this program. These expectations are also included in the good faith contract that will be completed during orientation expressing your willingness to comply with the terms and conditions of this program.

Each intern shall:

- Complete the COP Intern Orientation held on September 19, 2009.
- Complete at least 135 hours of volunteer service in Wyandotte County. It is suggested that 35 of these hours be completed by December 31, 2009. All hours must be completed by May 31, 2010 (but by the last day of class if receiving work study funds).
- Attend all scheduled group meetings. Understanding that family, health and some school conflicts may interfere with a scheduled meeting, one absence will be allowed over the course of the academic year.
- Complete a mid-program self-evaluation of volunteer participation and experiences. Complete an end-of-the-year evaluation of the program.
- Meet with the director and advisors in January to discuss progress in the program.
- Create a poster of your individual volunteer experiences, work as a team to complete a group project poster, and attend the COP Showcase Poster presentation in the spring.
- Maintain good academic standing in your respective school or program.
- Submit an article to the Sun Newsletter for your assigned month.
- Keep an optional reflection journal on volunteer and interpersonal experiences during the COP.
- Use the COP mission statement as your guide during all COP individual and group work.
- Complete all assignments given to you by your agency to the best of your ability.
- Meet any orientation, in-service instruction or special training requirements set forth by the agency.
- Aid in spreading the ideals of volunteerism and community service to the KUMC and surrounding communities.

### **Service Hours**

The Community Outreach Program is a work study program. COP Interns receive work study from either federal or internal sources, depending on their individual qualifications. Interns

should submit a time sheet bi-weekly to 3001 Student Center, attn: Fonda Briles. Payment will be made at the hourly rate of \$8.52 according to the number of hours completed each month. Students will receive their work study check every 2 weeks. A total of 135 hours can be submitted.

Any meeting, event or activity associated with the Community Outreach Program is an acceptable source of service hours. So, you may enter hours spent at group meetings, group project planning, orientation, presentation preparation, and any other COP events. Hours for these items will be reviewed before payment. Each hour entered on the time sheet should include a description of how the time was spent.

Four times throughout the year, your agency contact person will receive a copy of your submitted timesheets. This is to ensure description verification for auditing purposes. If at any time your agency's contact changes, please be sure to update your records with the COP director and administrator.

Stop by 3001 Student Center for copies of your timesheet. For an explanation of how to complete a time sheet, please see the "Time Sheet Example" found on page 10 of this manual.

### **Literacy Program Requirement**

In compliance with Title II of the Elementary and Secondary School Education Act and the America Reads program under the U.S. Department of Education, the Community Outreach Program must employ at least one Federal Work Study student as either a reading tutor of preschool or elementary school children or in a family literacy program performing family literacy activities. All of your literacy hours must be completed in Wyandotte County. A list of select agencies that have opportunities for volunteerism in literacy programs are found in the agency list section of this manual with the following icon:



### **Evaluations**

The student director will meet with each intern and agency supervisor on an as-needed basis in early January to discuss the program, address any concerns or suggestions and to evaluate the intern's participation and progress. In addition, self-evaluation forms will be distributed mid-term to help each intern critically evaluate the COP program, the agencies they have worked with, and their personal involvement & experiences in the program. These evaluations are very important for addressing special needs and concerns and in helping the director and advisor make the COP more rewarding. Please complete the evaluations honestly and thoroughly.

Additionally, the agencies with which you volunteer will be given an opportunity to complete a formal mid-program written evaluation of your volunteer participation at each agency. The purpose of these evaluations is two-fold. First, they will give insight into the agency's goals for your volunteer work, whether or not they are being met and the efficacy of the COP in the community. Second, the agency evaluations will assess your accountability to the commitments you make to the agency and their clients. As an intern, you should understand that the commitments you make to agencies are important obligations and should be treated like a job. Dependability is a very important part of forming the relationships that bridge the gaps between people of diverse backgrounds and situations. Taking this into consideration, interns who neglect their commitments to their agencies will be asked to leave the program.

### **Group Projects**

Developing teamwork amongst the members of the healthcare community is an important goal of the Community Outreach Program. In light of that goal, we are requiring that interns, in groups of two or three, create a poster detailing the events of their assigned group project. The actual project will be planned by the Student Director. After the group project is complete, you will work together to create a poster to display at the Showcase in the Spring. The poster should exhibit what the project was about, what we achieved, etc.

All interns are expected to attend group projects. Your Student Director has spent time and energy planning these group projects, so please make a good-faith effort to attend. Additionally, an intern who misses more than one group project may be asked to leave the program. Special circumstances will be addressed on a case-by-case basis, but please make them known to the director or advisor well in advance.

### **Poster Showcase**

In addition to the Group Project Posters you will create, each intern will individually have a choice between a formal poster presentation or an oral presentation detailing their experiences in the Community Outreach Program to any interested KUMC faculty, staff, and students as well as agency representatives. This Poster Showcase will take place Monday, April 12, 2009 in the School of Nursing Atrium. The presentation should describe your volunteer experiences at your agency. The presentation should touch upon the purpose and mission of your agency, the people and places that you encountered, and how the program has affected your life. The purpose of the COP Poster Showcase is not to evaluate the program or intern participation, but to spread the energy, emotions, and efficacy of volunteerism to our peers at KUMC.

### **Reflection Journal**

Each intern is encouraged to keep a journal for reflection on how the Community Outreach Program experiences affect the intern personally. No one will ask to read your journal, nor will we ask to see that it is being used. The reflection journal is solely to help you discover the personal meanings of the cultural, socioeconomic, interpersonal and environmental experiences that you may have while in the COP.

Reflection should help you to work on personal development issues, define your own personal work ethic, stay focused, and deal with any problems that arise during your internship. It may also serve as a personal record of your progress at an agency.

### **Mission Statement**

The COP Mission Statement will be molded and shaped during orientation. The mission statement is a very important guide for what we should do during our tenure in the COP. It is critical for this program's success that each one of us makes the very best effort to meet the goals we set forth for ourselves. While this document demonstrates our will to make a difference, standing by our words with our actions will show our determination and dedication to those ideals.

### **Academics**

Although your internship in the Community Outreach Program is an important part of your education at KUMC, your academic responsibilities must always come first. Please make a special attempt to balance your academic, personal and volunteer schedule so that priority is given to class work. At the semester break, we will review each intern's academic standings. If it is found that an intern's academic performance has slipped since becoming an intern, we will ask that the individual discontinue the internship in order to devote more time to his or her studies.

### **Sharing our Spirit**

As a volunteer organization at KUMC, we have a special responsibility to share our enthusiasm and energy for volunteering to the rest of the KUMC community and our neighbors. If you make yourself a presence and voice for volunteerism, you may start the fire burning in another future volunteer. As a group, by our example, we can show the KUMC community that even the few of us in the Community Outreach Program can make a difference. Imagine if everyone at KUMC gave just a few minutes of their time to help those in need...just imagine what we could accomplish.

## Important Dates

Interns are expected to attend all scheduled COP events, unless otherwise indicated. Missed attendance will be evaluated on a case-by-case basis. Please be sure to visit <http://www.kumc.edu/cop/calendar.html> for updates to the schedule.

### **Saturday, September 19, 2009**

*Calkins Center, KUMC*

9:00 a.m. - 2:00 p.m.-Community Outreach Program Orientation; lunch will be served

### **Saturday October 10, 2009**

Christmas in October

### **Saturday, November 14, 2009**

TBA

### **Saturday, December 5, 2009**

*Friendship Inn*

9:00 a.m.-12:00 p.m. - Decorate Friendship Inn - tentative

### **Saturday, January 23, 2010**

*Calkins Center, KUMC*

Work on posters for the Poster Showcase

### **Saturday, February 20, 2010**

TBA

### **Saturday, March 27, 2010**

TBA

### **Monday, April 12, 2010**

*COP Showcase, SON Atrium*

12:00-1:00 p.m.- Poster showcase; lunch will be served

### **Saturday, April 17, 2010**

TBA

### **Saturday, May 1, 2010**

TBA

**May 31, 2010** - All Intern hours must be completed  
(Federal Work Study hours must be completed by last day of class)

## Time Sheet Guide

Time sheets are due on **THURSDAYS** to 3001 Student Center (Attn: Fonda Briles). The office is open from 8am-5pm, Monday-Friday. You are also welcome to fax your time sheet to 913-588-4697, attn: Fonda. Time sheets are completed in 2 week increments and should be submitted every other week, starting with Thursday, October 1, 2009.

**The following is a list of dates that timesheets are due:**

October 1, 2009

October 15, 2009

October 29, 2009

November 12, 2009

November 26, 2009

December 10, 2009

December 24, 2009

January 7, 2010

January 21, 2010

January 28, 2010

February 18, 2010

March 4, 2010

March 18, 2010

April 1, 2010

April 15, 2010

April 29, 2010

May 13, 2010

May 27, 2010 (last sheet for work study students)

June 10, 2010 (for regular pay students)



# Agency Selection Form

After you have selected your agency, please submit this form to 3001 Student Center, Attn: Fonda Briles. If you plan to volunteer at more than one agency, be sure to complete one form for each agency.

Intern Name: \_\_\_\_\_

Date: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Weekly Time Commitment (hours): \_\_\_\_\_

Agency Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Agency Telephone #: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact E-mail Address: \_\_\_\_\_

Brief Description of Agency: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brief Description of Anticipated Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Agency Contact Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## WYANDOTTE COUNTY

### **Accessible Arts, Inc.**

The mission of Accessible Arts, Inc. is to unlock the arts for children with disabilities and advocate access to the arts. Interns are needed as clerical assistants for bulk mailings, general filing, copying and folding brochures, staff transportation, photo album maintenance, library management, interior painting, arts programming, unpacking materials and shelving them, carpentry/building shelves, word-processing and internet training, special event volunteers, after school art class aides, and a pianist once a week from 8AM-noon.

[www.accessiblearts.org](http://www.accessiblearts.org)

Contact: Angela Watson, 913-281-1133

[awatson@accessiblearts.org](mailto:awatson@accessiblearts.org)

1100 State Avenue Kansas City, KS  
66102-4411 (On the Kansas State School  
for the Blind campus)

### **American Red Cross**

The mission of the Red Cross is to provide 24 hour emergency response, health and safety education, immediate disaster and fire relief, first aid, CPR, HIV prevention and special youth programs. Interns are needed as health and safety service instructors (First Aid, SPR, HIV/AIDS education, babysitting, swimming and water safety), First Aid station volunteers, youth program volunteers, blood services, disaster action team members, smoke detector program volunteers, leaders for fundraising and special events, office assistants, and building and grounds keeping. [www.kck.redcross.org](http://www.kck.redcross.org)

Contact: Melissa Bynum: Director of  
Resource Development- Wyandotte County  
Chapter: 913-321-6314

[BynumMeli@usa.redcross.org](mailto:BynumMeli@usa.redcross.org)

1600 Washington Blvd.  
KC, KS 66102



### **Associated Youth Services**

Associated Youth Services exists to advance the social, educational, health and overall success of youth and their families. Interns may assist the AYS staff nurses with Health Fairs and may also choose to work with the students in their alternative school, AYS Academy. AYS hosts 14 'Hip Hop for Health Fairs' in each of the Kansas City, Kansas, middle schools and high schools.

The health fairs take place approximately every other Friday during an entire school day. AYS Academy has space for 12 students who have been long-term suspended from the KCK school district.

These students benefit from sustained relationships with responsible adult mentors and tutors. You can find other volunteer opportunities at:

[www.aysusa.org/getInvolved.html](http://www.aysusa.org/getInvolved.html)

Contact: Teri Kriege, 913-831-2820 x 231

[tkriege@aysusa.org](mailto:tkriege@aysusa.org)

803 Armstrong Ave  
Kansas City, KS 66101

### **Bethel Neighborhood Center**

Bethel Neighborhood Center offers a intergenerational social, educational and recreational program for youth ages 11-18 and adults age 60 and older, provides assistance/referral and youth education for home repair, language translation and financial literacy for individuals and families, and offers an after school and summer enrichment program for youth ages 5-14 free of charge. [www.bethelcenter.org](http://www.bethelcenter.org)

Contact: [msweeten@bethelcenter.org](mailto:msweeten@bethelcenter.org)  
913-371-8218

14 S. Seventh St.  
Kansas City, KS 66101

## **Big Brothers Big Sisters of Greater Kansas City**



The Big Brothers, Big Sisters and Big Couples programs provide a long-term mentor role with elementary school and high school students in Wyandotte County. Interns must submit to extensive training, background checks, and must be willing to commit to a long-term program (more than 6 months) which will continue beyond the COP program. Interns need to volunteer at least 1 time a week for 2-4 hours.

<http://www.bigbrothersbigsisterskc.org/>

Contact: Scott Cruce, 816-777-2892

[scott@bbbskc.org](mailto:scott@bbbskc.org)

3908 Washington St

Kansas City, MO 64111-2925

## **Boys and Girls Club of Wyandotte County**

In every community, boys and girls are left to find their own recreation and companionship in the streets. An increasing number of children are at home with no adult care or supervision. Young people need to know that someone cares about them. The Boys and Girls Clubs of Greater Kansas City offer that and more. Club programs and services promote and enhance the development of boys and girls by instilling a sense of competence, usefulness, belonging and influence. The Boys & Girls Clubs are a safe place to learn and grow; all while having fun. It is truly The Positive Place For Kids. [www.helpckkids.org](http://www.helpckkids.org)  
Contact: Eutisha McClain, 816-361-3600 ext. 327, [volunteer@helpckkids.org](mailto:volunteer@helpckkids.org)  
6301 Rockhill Rd Suite 303  
KC, MO 64131

## **Cancer Action**

Cancer Action provides many out-patient care services to under and uninsured cancer patients in the KCK area. Interns will help with the daily operation of the clinic and

have the option of being involved in providing respite and hospice care.

Contact: Leslie Berning

913-642-8885

[www.canceractionkc.org](http://www.canceractionkc.org)

[leslieb@canceractionkc.org](mailto:leslieb@canceractionkc.org)

2708 W. 43rd Avenue

Kansas City, KS 66102

## **Classroom Tutors & Mentors**

The United Way of Wyandotte County would like volunteers to become mentors and tutors for first, second and third grade students, working under the supervision of the classroom teacher. Interns must be willing to make a commitment for a weekly meeting with the student(s) in order to develop relationships with those children involved in the program. Training and background checks will be required.

Contact: Diane Hentges, 913-371-3674

## **Cross-Lines**

Cross-Lines' mission is to provide people affected by poverty with basic services and opportunities that encourage self-confidence and self-sufficiency. There are many opportunities to volunteer at Cross-lines! Interns are needed for home repair projects, youth group project leaders, community service projects, thrift store cashier (half day shifts: one time a week or 2 times a month), receptionist food pantry helpers, commodities sackers and commodities deliverers.

Contact: Amber Glasgow, 913-281-3388

[amber@cross-lines.org](mailto:amber@cross-lines.org)

736 Shawnee Avenue

Kansas City, KS 66105

## **Duchesne Clinic**

The Duchesne Clinic provides outpatient care to the uninsured of Wyandotte County. Student volunteers are needed to provide patient check-in as well as assist with gardening in the clinic's garden on Strawberry Hill. Individuals with computer skills are also needed for data entry, and

students with conversational and medical Spanish background may help as interpreters. [www.duchesneclinic.org](http://www.duchesneclinic.org)  
Contact: Gloria Guerra  
[gguerra@duchesneclinic.org](mailto:gguerra@duchesneclinic.org), 913-321-2626  
636 Tauroomee Ave, KC, KS 66101

## El Centro



El Centro is a not-for-profit social enterprise driven to create and sustain educational, social and economic opportunities for families. We promise to fulfill this mission by offering educational, social and economic services that strengthen families and the entire Kansas City community. We deliver on that promise by providing comprehensive, continuous programs and services for families and individuals of all ages, races and religions. There are opportunities to help adults with GED, ESL, and SSL classes. Interns are needed to help with the senior program which includes telephone reinsurance by contacting senior citizens in the community which are home bound. [www.elcentroinc.com](http://www.elcentroinc.com)  
Contact: Marie LaFever  
[mlafever@elcentroinc.com](mailto:mlafever@elcentroinc.com), 913-677-0100 ext. 106  
1333 S. 27<sup>th</sup> St.; KC, KS 66106

## Friendship Inn

Friendship Inn was established to create a “home away from home” for out-of-town family members and/or patients who are receiving medical treatment at KU Medical Center. The Friendship Inn is located 1 1/2 blocks from KU Medical Center and Hospital. People come from around the country to receive treatment at KU.

Friendship Inn provides a clean, relaxing, and home-like setting for them after they have spent a day at the hospital. Interns are needed for a variety of projects throughout the year. See their website at [www.friendshipinnkc.org](http://www.friendshipinnkc.org).

Contact: Peggy Walls, Program Manager  
[pegwalls45@aol.com](mailto:pegwalls45@aol.com); 816-506-6339  
4146 State Line; Kansas City, KS 66103

## Good Samaritan Project

The Good Samaritan Project is a bi-state HIV/AIDS intervention and education program. Interns are needed for direct client service including providing transportation for clients and participating in hygiene, school supply, and food drives. The Good Samaritan Project is willing to tailor your internship to your desired experience.

[www.gsp-kc.org/index.aspx](http://www.gsp-kc.org/index.aspx)

Contact: Nicole Davis; [ndavis@gsp-kc.org](mailto:ndavis@gsp-kc.org)  
816-561-8784 ext 107  
3030 Walnut KC, MO 64108

## Heartland Habitat for Humanity

Heartland Habitat for Humanity's mission is to build simple, decent, and affordable homes for people in need, following biblical purposes. ReStore sells new and used donated items for houses and construction to the public at a 20-80% discount. All net proceeds go towards building our homes. Items that are donated are new or gently used. They are a green organization, recycling 99% of what they receive. In one year, they diverted 150 tons from the landfill. Interns can assist in unloading trucks, sorting and pricing items, constructing shelves and displays, and assisting customers. ReStore is open Tuesdays thru Saturdays 10am-6pm

[www.heartlandhabitat.org](http://www.heartlandhabitat.org)

Contact: Kate Fields  
[kate@heartlandhabitat.org](mailto:kate@heartlandhabitat.org), 913-342-3047  
520 S. 55<sup>th</sup> Kansas City, KS 66106

## Harvesters

The Harvesters Community Food Network helps people in need by: 1. Collecting food and household products from community and industry sources. 2. Distributing these products and providing nutrition services through a network of not-for-profit agencies. 3. Offering leadership and education programs to increase community awareness of hunger, and generating solutions to end hunger. [www.harvesters.org](http://www.harvesters.org)

Contact: Ann Van Zee, Community Outreach Manager,  
[avanzee@harvesters.org](mailto:avanzee@harvesters.org); 816-929-3085  
3801 Topping Ave KC, MO 64129

### **Kansas City Kansas Public Schools**

Kansas City Kansas Public Schools department of Student, Family and Community Services has opportunities for interns with their specialists (Community Outreach, Foundation for Excellence, Truancy & Alternative Services). The work includes community agency screening, presentations, strategic planning, clerical management and more. If you are looking to learn more about the how the school district meets the needs of students, families and obtains community support, this intern opportunity is for you.

Contact: Tyrone M. Bates, Jr.; Community Outreach Specialist- Kansas City Kansas Public School U.S.D. # 500  
4601 State Ave. Ste. 38  
Kansas City, Kansas 66102  
OF: 913.279.2094, Cell: 913-568-2592,  
Fax: 913.279.2353  
[tybates@kckps.org](mailto:tybates@kckps.org)  
[www.kckps.org](http://www.kckps.org)

### **Kansas State School for the Blind**

The mission of the Kansas State School for the Blind is to empower students with the knowledge, attitudes, and skills needed to assume responsible roles in society and to lead fulfilling lives. With an environment rich in comprehensive services, education specialists, and individualized curriculum, transition planning and statewide outreach, KSSB will lead through partnerships with parents, local schools, and community resources to ensure equal access to high quality education for all Kansas students who are blind or visually impaired. Interns are needed to help tutor and socialize with the students in the dorm as well as help out with special events at the school such as athletic events, parents' weekend, and holiday parties. [www.kssb.net](http://www.kssb.net)

Contact: 913-281-3308  
1100 State Avenue Kansas City, KS 66102

### **KVC Behavioral Healthcare**

KVC Behavioral Healthcare provides inpatient psychiatric care to severely emotionally disturbed individuals and families, outpatient care to abused, neglected and abandoned children and their families along with transitional living programs for runaway and homeless youth. Interns are needed to help in their Observation and Stabilization Unit to work with nurses in assessing mental and behavioral issues in short-term stay patients. The center also has a need for interns with a background in nutrition. Contact: 913-621-4641.

### **KUMC Kids**

The KUMC Kids program draws students from the Medical Center to provide enriching experiences to children in the pediatric unit at KUMC. Interns are needed on Monday, Tuesday, Wednesday, or Thursday nights from 6-8pm on the pediatric unit (55) in the University of Kansas Hospital. Interns are needed to interact and play with the patients on that unit. Contact: Erin Kenny, [ekenny@kumc.edu](mailto:ekenny@kumc.edu) OR Anthony Strickland, [astrickland@kumc.edu](mailto:astrickland@kumc.edu)

### **Metropolitan Organization to Counter Sexual Assault (MOCSA)**

MOCSA's mission is to lessen the ill effects of sexual assault and abuse through prevention and education programs, intervention and treatment sessions, and advocacy for victims. If you choose to become a MOCSA volunteer, you will be helping others deal with the very difficult issues of sexual abuse and assault. Volunteer positions include opportunities for direct service, such as providing hospital advocacy or community education. If you want to help in a more indirect way, fundraising, special events, and agency assistance may

be a good fit for you. All volunteer positions are imperative to MOCSA, and volunteers will receive training and resources. For more information or for an application, check out the MOCSA website at [www.mocsa.org](http://www.mocsa.org) or contact Jessie Funk, Volunteer Coordinator, at [jfunk@mocsa.org](mailto:jfunk@mocsa.org) or 816-285-1376. \*\*\* Please note volunteer training is offered 3 times per year. \*\*\*

### **Odyssey Healthcare**

Odyssey HealthCare is the embodiment of the hospice concept providing compassionate care and comfort to people experiencing the final phase of their life's journey. Interns are needed to provide companionship to one patient and spend 1-4 hours per week spending time with their patient. Other opportunities include administrative positions.

Contact: Gretta Koehler-Jones, 816-333-1980, [www.odsyhealth.com](http://www.odsyhealth.com)  
[Gkoehler-jones@odsyhealth.com](mailto:Gkoehler-jones@odsyhealth.com)  
800 E. 101<sup>st</sup> Ter. Kansas City, MO 64131

### **Reach Out and Read Kansas City**



Making Books Part of a Healthy Childhood  
Reach Out and Read Kansas City is a medically-based, early childhood literacy program that provides free books to at-risk children and literacy information to parents in the Kansas City area. Medical providers share information on the importance of reading and brain development with families and volunteers read to children in 42 pediatric waiting rooms across Kansas City, including several at KU Med Center and nearby clinics. In addition to helping as volunteer readers in area clinics, interns are also needed to sort donated books in our book storage area at KU Med Center.

Interns need to fill out an application and attend a one hour training session at KU Med Center prior to volunteering.

[www.reachoutandreadkc.org](http://www.reachoutandreadkc.org)

Contact: Laura Long, [llong2@kumc.edu](mailto:llong2@kumc.edu)  
913-588-2793

3901 Rainbow-GO11 Miller Mail Stop 4004  
Kansas City, KS 66160

### **Rose Brooks Center**

Rose Brooks Center is a comprehensive domestic violence agency that provides a full continuum of care including prevention programming, crisis intervention and other supportive services to thousands of women and children each year. Opportunities include: sorting clothes, holiday store, special events, clerical work, kitchen support, etc. [www.rosebrooks.org](http://www.rosebrooks.org)  
Contact: Joan Dougherty, 816-523-5550 ext. 417, [joan@rosebrooks.org](mailto:joan@rosebrooks.org)

### **Rosedale Developmental Association**

The Rosedale Development Association is a community development corporation that partners with residents, businesses and institutions to improve the lives of those who live, work, and play in Rosedale, KS. Interns are needed as mailing or office assistants, groundskeepers, *translators(are always needed!)*, construction volunteers, minor home repairmen, and surveyors. **Community TREE**-Teach, Responsibility, Educate, Empower. Interns are needed as adult sponsors to help youth complete their personally designed community service projects. Other opportunities to work with youth include Saturday Academy Instructors, Childcare supervisors, Junior Achievement Instructors, Rosedale Excellence in Education Program Assistants, and tutors.

[www.rosedaleassociation.org](http://www.rosedaleassociation.org)

Contact: [lwright@rosedale.org](mailto:lwright@rosedale.org)

1403 Southwest Blvd. KC, KS 66103

### **Salvation Army**

The Salvation Army offers a helping hand to people of all ages, races and cultural backgrounds. It helps the elderly, families and young people alike. The Salvation Army translates its faith into action by offering

programs and services around the world. Locally, this includes a center for homeless services, a early childhood learning center, emergency assistance, crisis care, supportive housing, drug and alcohol rehabilitation, home and hospital visits, military services, prison work, programs for the elderly, summer camps, Hispanic outreach ministry and a corps community center.

[www.salarmy-mokan.org](http://www.salarmy-mokan.org)

Contact: Major Judy Forney (913) 232-5460  
[judy\\_forney@usc.salvationarmy.org](mailto:judy_forney@usc.salvationarmy.org)  
6723 State Ave. Kansas City, KS 66112

### **St. Benedict's Child Care Center/ Catholic Charities**

The mission of St. Benedict's Special Children's Center is to provide assistance to low income or in poverty families, "at risk" children, and children with special needs. St. Benedict's Center is run by the Catholic Community Services and has particular need for case managers who will work one-on-one with teen mothers & fathers, connecting them to services and resources in the community. Help is also needed in providing Parenting Education classes in English and Spanish.

[www.catholiccharitieskc.org](http://www.catholiccharitieskc.org)

Contact: Kasie Garlington,  
St. Benedict's Early Education Center  
Director  
[kgarlington@catholiccharitiesks.org](mailto:kgarlington@catholiccharitiesks.org)  
Office: 913-621-7403, Cell: 913-909-1060  
220 S. 9<sup>th</sup> St. KC, KS 66102

### **United Way of Wyandotte CO, Inc**

The mission of the United Way of Wyandotte County is to increase the community's understanding of human needs and to mobilize resources to meet those needs. The Volunteer Center helps match volunteers with volunteer opportunities in the community. Interns are encouraged to fill out a volunteer application to determine areas of interest, skills, and availability. Interested volunteers can receive a weekly e-

newsletter listing current volunteer opportunities. Just e-mail me with your contact information. Opportunities can also be found on [www.unitedway-wyco.org/getinvolved](http://www.unitedway-wyco.org/getinvolved). There is link to volunteer opportunities by counties in the area. [www.unitedway-wyco.org](http://www.unitedway-wyco.org)  
Contact: Diane Hentges,  
[dhentges@unitedway-wyco.org](mailto:dhentges@unitedway-wyco.org)  
913-371-1042  
434 Minnesota Avenue P.O. Box 17-1042  
Kansas City, KS 66117

### **Visiting Nurse Association**

The not-for-profit Visiting Nurse Association Corporation provides home health care services in the comfort and convenience of a patient's own home during a time of medical need. VNA's comprehensive range of services includes nursing care; physical, occupational and speech therapy; social service and dietary counseling. Specialty nursing services include cardio pulmonary care, infusion therapy, mental health and enterostomal therapy. Serving the Wyandotte Area.

[www.vnack.com](http://www.vnack.com)

Contact: [info@vnack.com](mailto:info@vnack.com), 816-531-1200  
1500 Meadowlake Parkway, Kansas City, MO 64114.

### **Wyandot Center for Community Behavioral Healthcare, Inc.**

The Wyandot Center for Community Behavioral Healthcare, Inc., is Wyandotte County's designated community mental health center. We provide services through three clinical departments: Comprehensive Outpatient Services (for persons of all ages with mental health concerns); Community Support Services (for adults with severe and persistent mental illness); and PACES, the Center for Parent, Adolescent & Child Empowerment Services. Our services include therapy, case management, medicine clinic, Walk-in Crisis Clinic, 24-hour Crisis Line, psychosocial groups and other programs. The Center was founded in 1953.

We are dedicated to serving the residents of Wyandotte County with innovative behavioral health services. Working in partnership with the community and other agencies, we provide quality services that enrich and strengthen the lives of Wyandotte County citizens. We recognize our community leadership role in identifying and meeting mental health needs.

[www.wyandotcenter.org](http://www.wyandotcenter.org)

Contact: [information@wmhci.org](mailto:information@wmhci.org); 913-233-3305 ext 757 Armstrong Ave. KC, KS 66101



### **YouthBuild**

YouthBuild KCK promotes a healthy lifestyle and creates an opportunity for youth to develop leadership skills, become productive citizens in the community, utilize construction skills and training, participate in community service activities, and create access to employment skills and job opportunities. YouthBuild is a 10 month training and education program for unemployed young people ages 16-24. Interns would help the trainees build and rehabilitate affordable housing for homeless and low-income families or help tutor the trainees to prepare for their GED.

[www.youthbuild.org](http://www.youthbuild.org)

Contact: Tammy Clary, 913-371-3770, [tclary@youthbuildkck.org](mailto:tclary@youthbuildkck.org)  
1821 North 3<sup>rd</sup> Street Kansas City, KS 66101



### **YouthFriends**

The YouthFriends program is designed to connect caring adults in the community to youth in the schools who need positive role models in their lives and have the need to feel valued by the community. As a YouthFriends volunteer you could share life experiences with a child, helping out with homework, discussing sports or playing games. The application process is easy and fast, but volunteers must make a commitment of at least one hour per week

with a child or teenager in the KC, KS School District (USD 500).

[www.youthfriends.org](http://www.youthfriends.org)

Contact: Tyrone M. Bates, Jr.; Community Outreach Specialist- Kansas City Kansas Public School U.S.D. # 500

4601 State Ave. Ste. 38

Kansas City, Kansas 66102

OF: 913.279.2094, Cell: 913-568-2592,

Fax: 913.279.2353

[tybates@kckps.org](mailto:tybates@kckps.org)

[www.kckps.org](http://www.kckps.org)

### **YMCA (KCK Branch)**

AIM (Adults In Mentoring) is for anyone over 21 years old who is committed to the positive development of girls and boys, in grades six through eight, this one-on-one volunteer opportunity is for you. Your time commitment will be during the day for a minimum of one hour per week. The YMCA has other volunteer opportunities available in Kansas City, KS, just call and ask. [www.ymca-kc.org](http://www.ymca-kc.org)

Contact: [8thstreet@ymca-kc.org](mailto:8thstreet@ymca-kc.org)

913-321-9622

900 North 8th Street Kansas City, KS 66101

### **YWCA**

The YWCA provides services to enhance the spiritual, physical, intellectual and emotional development of women and youth of diverse cultural and economic backgrounds. The YWCA runs programs dealing with diverse issues including: teen pregnancy prevention and teen parent support, substance abuse prevention, HIV/AIDS education and care coordination, juvenile offender reintegration and independent living. The YWCA is particularly interested in an intern to work with its "Girls' Time Out" program, which provides a holistic approach to adolescent health and other services. Other interns are also needed for a mentoring program.

[www.ywca.org/kansascity](http://www.ywca.org/kansascity), Contact: 913-371-1105 or email through their website

1017 North 6<sup>th</sup> St. KC, KS 66101

## Intern Contact Information

NAME	PHONE NUMBER	E-MAIL ADDRESS
Samantha Bowman	913-980-1387	<a href="mailto:sbowman3@kumc.edu">sbowman3@kumc.edu</a>
Kathleen Costigan	618-520-8808	<a href="mailto:kcostigan@kumc.edu">kcostigan@kumc.edu</a>
Kayla Dudley	785-221-9144	<a href="mailto:kdudley@kumc.edu">kdudley@kumc.edu</a>
Megan Embers	913-904-8805	<a href="mailto:members@kumc.edu">members@kumc.edu</a>
Amanda Foiles	913-620-4626	<a href="mailto:afoiles@kumc.edu">afoiles@kumc.edu</a>
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Katy Higgins	913-244-6814	<a href="mailto:khiggins2@kumc.edu">khiggins2@kumc.edu</a>
Brittany Lee	913-708-2527	<a href="mailto:blee3@kumc.edu">blee3@kumc.edu</a>
Melanie Simpson	816-352-7286	<a href="mailto:msimpson2@kumc.edu">msimpson2@kumc.edu</a>
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Diana Zhang	913-952-8300	<a href="mailto:dzhang2@kumc.edu">dzhang2@kumc.edu</a>

### **Community Outreach Program Student Director**

Amanda Hoffman, Speech-Language Pathology Graduate Student  
3600 Rainbow Blvd #312  
Kansas City, KS 66103  
913-669-0452  
[ahoffman2@kumc.edu](mailto:ahoffman2@kumc.edu)

### **Community Outreach Program Advisor**

Fonda Briles  
3001 Student Center, MS 4029  
3901 Rainbow Blvd.  
Kansas City, KS 66160-7190  
913-588-4698 (office)  
913-588-4697 (fax)  
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### **Community Outreach Program Advisor**

Ryan Gove  
5009 Student Center, MS 4029  
3901 Rainbow Blvd.  
Kansas City, KS 66160-7190  
913-588-6681 (office)  
913-588-4697 (fax)  
[rgove@kumc.edu](mailto:rgove@kumc.edu)

### **Community Outreach Program Website**

<http://www.kumc.edu/cop/>

### **Community Outreach Program Email**

[cop@kumc.edu](mailto:cop@kumc.edu)