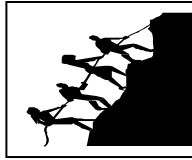


Together, through  
volunteering, we  
can all go further.



# NEEDS

Serving  
Madison and  
St. Clair  
Counties

**OF THE COMMUNITY**  
Southwestern Illinois College  
Retired & Senior Volunteer Program

**(618) 234-4410, ext. 7012- Pat Etling**

**Interested in St Clair County government, the legal system or other areas of the country board? If so, then a volunteer assignment with St. Clair County may be the project for you. Opportunities available include:**

- **Filing Assistant**
- **Emergency Operations (E.M.A.)**
- **Personnel Office Assistant**
- **Receptionist at Mid-America-St. Louis Airport**
- **Jury Commission Educational Aide**
- **Sheriff's Department (computer work)**
- **Employment & training greeter**

| <u>Location</u> | <u>Assignment</u> | <u>Day/Time</u> |
|-----------------|-------------------|-----------------|
|-----------------|-------------------|-----------------|

**NOTE:** Any Day includes Sunday through Saturday, Any Weekday includes Monday through Friday

|  |   |                                     |
|--|---|-------------------------------------|
| American Red Cross<br>10218 Lincoln Trail<br>Fairview Hgts., IL                                | Blood Drives<br>Disaster Assignments<br>Health & Safety Instructors<br>Case Work Volunteers | Varies                              |
| Auxiliary to Anderson Hospital<br>Illinois Rt 162<br>Maryville                                 | Hospital Aide<br>Gift Shop Clerk  | Varies                              |
| Beacon of Belleville   | Clerical<br>Special Events  | Varies                              |
| Belleville East Home Delivered<br>Nutrition Program<br>25 Green Mount Road<br>Belleville , IL  | Meal Deliverer<br>Kitchen Aide  | Flexible/2hrs per wk<br>Any Weekday |
| Belleville Visitor Ctr/Labor &<br>Industry Museum<br>123 N. Church St.<br>Belleville, IL 62220 | Clerical<br>Maintenance<br>Education<br>Receptionist<br>Special Projects                    | Varies                              |

| <b><u>Location</u></b>  | <b><u>Assignment</u></b>  | <b><u>Day/Time</u></b> |
|---|---|------------------------|
| Bethany Place<br>132 West Main<br>Belleville, IL                        | Receptionist  | Any weekday            |
| Big Brothers/Big Sisters<br>6400 West Main St.<br>Belleville, IL 62223  | Mentors   | Varies                 |
| Cahokia Mounds Historic Site<br>P.O. Box 681<br>Collinsville, IL        | Tour Guide/Greeter  | Sundays/Saturdays      |
| CASA<br>124 W. Main Street<br>Belleville, IL                            | Advocates for Children  | Varies                 |
| Catholic Social Services<br>Belleville, IL                              | Foster Parents<br>Mentors<br>File Clerks<br>Respite Care Providers<br>Mailers | Varies                 |
| Chouteau Township Seniors<br>906 Thorngate Dr.<br>Granite City, IL      | Quilters  | Varies                 |
| Collinsville Faith in Action<br>307 West Clay St.<br>Collinsville, IL   | Senior Assistance   | Varies                 |
| Collinsville Historical Museum<br>406 West Main St.<br>Collinsville, IL | Museum Guides   | Tuesday-Saturday       |
| Collinsville Nutrition<br>420 E. Main St.<br>Collinsville, IL           | Kitchen Aides   | Any weekday            |

| <u>Location</u>   | <u>Assignment</u>           | <u>Day/Time</u>  |
|---|-----------------------------|------------------|
| Collinsville Food Pantry<br>201 E Church St<br>Collinsville, IL 62234         | Sorters                     |                  |
| Collinsville Twp. Sr. Citizens Center<br>420 East Main St<br>Collinsville, IL | Activity Aides              | Any weekday      |
| Community Care Center<br>1818 Cleveland Ave<br>Granite City, IL               | Food Bank<br>Clothes Closet | Varies           |
| Community Inter-Faith Food Pantry<br>205 West B St.<br>Belleville, IL 62220   | Jobs vary.                  | Mon., Wed., Fri. |
| Dept. of Ag./White Farm/Ed. Center<br>5455 W. Prairie Dr,<br>Belleville, IL   | Master Gardeners            | Any day          |
| Department of Human Services<br>Belleville, IL                                | Clerical Aide               | Varies           |
| Edwardsville Public Library<br>112 S. Kansas St.<br>Edwardsville, IL          | Duties vary.                | Any day          |
| Fairview Heights Food Pantry<br>412 St. Clair Rd<br>Fairview Heights, IL      | Food Pantry Aides           | Varies           |
| Family Hospice<br>#7 Bronze Point<br>Swansea IL                               | Tree of Memories            |                  |
| Freeburg Care Center<br>746 Urbana Dr.<br>Freeburg, IL                        | Activity Aides              | Any day          |
| Gateway Regional Med Center<br>2100 Madison Ave<br>Granite City, IL           | Hospital Aides              | Varies           |
| Gear Up<br>5301 W. Main St.<br>Belleville, IL                                 | Dressers/Personal shoppers  | Varies           |

| <b>Location</b>   | <b>Assignment</b>                           | <b>Day/Time</b>                           |
|---|---|---|
| Granite City Nutrition<br>2060 Delmar<br>Granite City, IL                 | Meal Deliverer                              | M-F                                       |
| Highland Animal Shelter<br>(Job location at PetsMart<br>in Fairview Hts.) | Cat love and care                           | Evenings                                  |
| Hospice of Southern IL<br>305 S. Illinois<br>Belleville, IL               | Visitors<br>Training Provided<br>Clerical   | Flexible<br>Any weekday<br>8:30 -11:30 am |
| Lebanon Visitors Center<br>501 East Dee St.<br>Lebanon, IL                | Greeter<br>Information Desk                 | Varies                                    |
| Leu Civic Center<br>213 North Market<br>Mascoutah, IL                     | Tutors/Mentors<br>Youth Development         | Afternoons<br>(after school)              |
| Lewis & Clark Museum Gift Shop<br>1 Lewis & Clark Trail<br>Hartford, IL   | Cashiers<br>Duties as assigned              | Varies                                    |
| LINC<br>120 East A St.<br>Belleville, IL                                  | Receptionist                                | Tue, Wed, Thur<br>afternoons              |
| Louis Latzer Memorial Library<br>1001 9 <sup>th</sup> St.<br>Highland     | Library Aides                               | Any day                                   |
| Main Street Mascoutah<br>200 E. Main St.<br>Mascoutah, IL                 | Greeters/Information                        | Any day                                   |
| Mascoutah Sr. Service Program<br>227 N Market<br>Mascoutah, IL            | Kitchen Aides<br>Home Delivered Meal Driver | Varies                                    |
| Mascoutah Food Pantry<br>Mascoutah, IL                                    | Pantry Aides                                | Varies                                    |
| Millstadt Area Food Pantry<br>420 S. Jefferson<br>Millstadt, IL           | Duties vary                                 | Varies                                    |

| <b>Location</b>   | <b>Assignment</b>  | <b>Day/Time</b>                  |
|---|--|----------------------------------|
| Minds Eye Information Service<br>9500 W. IL Rt. 15<br>Belleville, IL    | Readers<br>Clerical<br>Quilters/Crafters                                       | Varies                           |
| Memorial Hospital Aux.<br>4500 Memorial Dr.<br>Belleville, IL           | Hospital Worker<br>Student Hospital<br>Workers                                 | Any Day<br>6 am - 9 pm           |
| Nice Twice Resale Shop<br>116 E. Main St.<br>Belleville, IL             | Thrift Shop Clerk  | Varies                           |
| O'Fallon Food Pantry<br>801 East State St.<br>O'Fallon, IL              | Varies   | Varies                           |
| Phoenix Recycling & Shredding<br>2795 South Belt West<br>Belleville, IL | Office Receptionist<br>Recycling<br>Public Relations                           | Any day                          |
| Readers Theatre<br>Location varies                                      | Performers   | Wed                              |
| RSVP Mailing Group<br>201 N. Church St<br>Belleville, IL                | Assemble PSOP<br>Newsletters   | 3 <sup>rd</sup> Tuesday          |
| RSVP Orchestra<br>201 N. Church St.<br>Belleville, IL                   | Musicians for Orchestra<br>Reeds & Brass<br>B Flat or E Flat                   | Wed 10:30-<br>2:00               |
| Salvation Army<br>20 Glory Place<br>Belleville, IL                      | Delivery Person<br>Before and After School<br>Latch Key Program<br>Food Packer | Mon, Wed, Fri<br>Flexible        |
| Schmidt Art Center<br>2500 Carlyle Ave.<br>Belleville, IL               | Varies   | Any day                          |
| St. Clair County<br>Circuit Clerk Office                                | Filing<br>Other duties   | Any time                         |
| St. Clair County<br>Emergency Management Agency<br>Belleville, IL       | Emergency Operations<br>volunteer  | Possible 24-hour<br>notification |

| <b>Location</b>   | <b>Assignment</b>  | <b>Day/Time</b>  |
|---|--|--|
| St. Clair County<br>Employment and Training                               | Greeter  | Mon.-Fri.<br>12:30-4:30  |
| St. Clair County<br>Highway Dept.   | Phone assistant  | Mon.-Fri.<br>11-2  |
| St. Clair County<br>Inter-Governmental Grants<br>Community Development    | Clerical   | Mon.-Fri.  |
| St. Clair County<br>Jury Commission                                       | Clerical   | Mon.-Fri.<br>6 hours per week                                      |
| St. Clair County<br>Personnel & Fringe Benefits                           | Phone assistant<br>Filing  | Mondays  |
| St. Clair County<br>Sheriff's Dept.                                       | Aide<br>Phone work<br>Computer worker                            | Mon.-Fri   |
| St. Clair County<br>911   | Assistant  | Any Day  |
| Shrine of Our Lady of the Snows<br>9500 W. State Rt. 15<br>Belleville, IL | Clerical<br>Activity Aide<br>Special Events                      | Any Day  |
| Shelter Shops (East & West)<br>Belleville, IL                             | Sorters/Cashiers   | Any Day  |
| SIU-E Belleville Head Start<br>1404 E. Main St.<br>Belleville, IL         | Teacher's Aides  | Any weekday aft.   |
| Southwestern Ill. RC&D<br>406 E. Main St.<br>Mascoutah, IL                | Environmental<br>Clerical  | Any weekday  |
| St Clair County Cooperative<br>Extension<br>Belleville, IL                | Master Gardeners<br><br>Hand-Washing Instructors<br>For Children | Registration Nov<br>Gardening Summer<br>Training Jan-Apr<br>Varies |

| <b>Location</b>  | <b>Assignment</b>  | <b>Day/Time</b>               |
|--|--|-------------------------------|
| St. Clair Co. Historical Society<br>701 E. Washington<br>Belleville, IL                | Guides<br>Handyman   | Any weekday<br>Sun afternoons |
| St. Elizabeth's Hospital<br>211 S. Third St.<br>Belleville, IL                         | Gift Shop<br>Receptionist<br>Hostess Desk<br>Clerical-Human Resources                      | Varies                        |
| St. Francis Thrift Shop<br>800 E. Main St<br>Belleville, IL                            | Clothes Sorter   | Any day                       |
| St. Joseph's Hospital<br>1515 Main St.<br>Highland, IL                                 | Gift Shop<br>Hospital Aides  | Any day                       |
| SWIC Info Booth<br>Southwestern Area College<br>Belleville, IL                         | Information Desk   | Any weekday                   |
| SWIC Literacy Program<br>Granite City Campus<br>Granite City, IL                       | Tutors to Assist Individuals<br>with Reading   | Any day                       |
| SWIC Project Read<br>St. Clair County Jail   | Tutoring   | Mon or Tues<br>6:45-9:00 pm   |
| SWIC Project Read  | Adult Tutoring   | Flexible<br>2 hrs/week        |
| SWIC PSOP Services<br>201 Church St<br>Belleville, IL                                  | Telephone<br>reassurance<br>Clerical Aide/Activity Aides<br>SHIP (Senior Health Insurance) | Varies-<br>Flexible           |
| SWIC PSOP<br>201 Church St<br>Belleville, IL   | Telephone Receptionists  | Weekdays<br>(4 hr shift)      |
| SWIC Retired and Senior<br>Volunteer Program<br>201 North Church St.<br>Belleville, IL | Quilters<br>Crafters   | Monday and<br>Friday          |
| SWIC SeniorLink<br>201 North Church St.<br>Belleville, IL                              | Beginning Instructors<br>Lab Assistants  | Flexible(2hrs/wk)<br>Flexible |

| <b>Location</b>  | <b>Assignment</b>   | <b>Day/Time</b>   |
|--|---|---|
| Sycamore Village<br>217 Castellano Drive<br>Swansea, IL              | Activities Aid  | Flexible  |
| Tri-Cities Faith In Action<br>Granite City                           | Senior Assistants   | Varies  |
| Unity Hospice<br>907 North Bluff Rd<br>Collinsville                  | Visitor/Clerical Aid                                      | Varies  |
| Violence Prevention Ctr<br>Belleville, IL                            | Clerical<br>Foster Grandparents<br>Male Mentors<br>Tutors | Mon - Fri<br>Mon - Fri<br>Wed, Fri, or Sat<br>Mon - Fri |
| Volunteer Inter-Faith Caregivers<br>115 W. Randle St.<br>Lebanon, IL | Varies  | Varies  |
| YMCA<br>Belleville & O'Fallon  | Clerical<br>Ad Venture Program<br>Swim Instructors        | Any weekday   |
| Area Schools (Listing available<br>From Pat Etling)                  | Tutors, Office Help                                       | Weekdays  |
| Nursing & Retirement Homes<br>(Listing available from Pat Etling)    | Activities<br>Visitors or Caring Partner                  | Any day   |