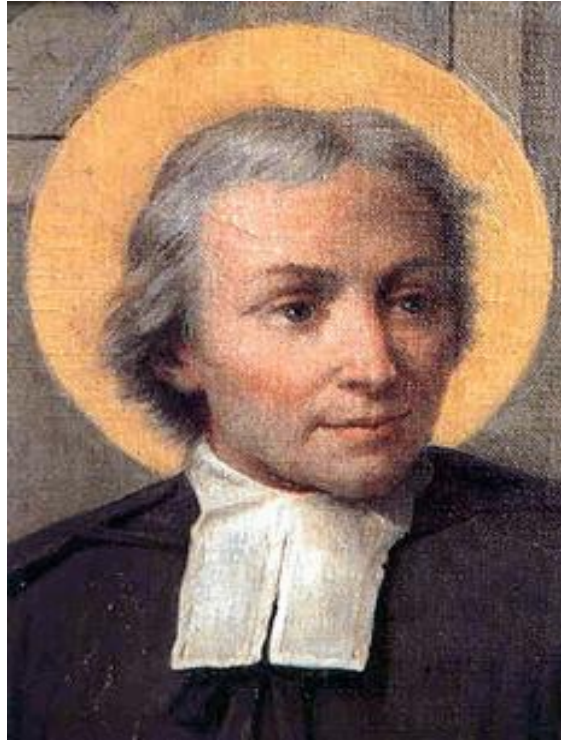


***2011-2012 Archbishop Rummel High School
LaSallian Outreach
Service Partner Directory***



***Loving people so much that we work to change the
structures that violate their dignity***

Archbishop Rummel High School
1901 Severn Avenue
Metairie LA 70001

Mark J. Firmin, Director of Service Programs
mfirmin@rummelraiders.com
(504) 834-5592 ext 249

2011-2012 Service Partner Directory

Archbishop Rummel High School

Directions for setting up service work with service partner:

- 1) Read the description of the agencies, skills, duties, and requirements for each service partner. Consider your own talents and interests, decide which one you would like to pursue.
- 2) Read the information on the service partners listed.
- 3) Choose a service partner with which you would like to work. Pay attention to all the information listed including age specifications and duties. If the agency listed needs you to see Mr. Firmin for contact information, make sure you meet with Mr. Firmin. There may be more specific information he made need to get from you.
- 4) Discuss your choice with Mr. Firmin. This is important if you want to explore other manners in which you may enhance your service experience using your skills and talents to assist those being service by the partners. This may be the most rewarding part of your service experience.
- 5) Fill out the Service Proposal Form and return it back to Ms. Waltzer or Mr. Firmin in room 106. Mr. Firmin will either approve or disapprove the Service Work Proposal. If you get an approval, you can proceed with the next steps to set up your work. If you are denied, you must see Mr. Firmin for further information or to choose another service partner.
- 6) Contact the service partner. Find out more information by asking questions about location, dress code, duties, and requirements. You may have to set up an interview with them or fill out an application with the service partner.
- 7) Set up a work schedule.
- 8) Attend any required orientation/training meetings.
- 9) Begin work on the scheduled date and follow the set schedule.
- 10) You may choose a agency or service partner that is not listed but **ALL SERVICE WORK PROPOSALS MUST BE APPROVED BY MR. FIRMIN**. This will most likely have to be discussed in person with Mr. Firmin.
- 11) Please make sure your parents and family are informed about your service work plan, your choices, and your work schedule.
- 12) You may choose more than one service partner on the proposal to consider but do not choose any more than three.
- 13) Please keep in mind many agencies have a minimum requirement of service that may greater than what is required by Archbishop Rummel High School this year. You are expected to commit to any requirements set by the service partners.
- 14) Remember that you are to follow the rules and regulations of the Archbishop Rummel High School Student Handbook and the Raider Code of Pride. Any violations or concerns brought to Mr. Firmin will be addressed by the Dean of Students.

15) If you personally have any problems or concerns with working with any of the service partners, you should contact Mr. Firmin at 834-5592 ext 249 or via e-mail at mfirmin@rummelraiders.com.

16) IF YOU WOULD LIKE TO MAKE ANY CHANGE IN THE SERVICE WORK PROPOSAL EITHER BY CHANGING THE SERVICE PARTNER OR THE NATURE OF THE SERVICE WORK, YOU MUST GET THIS APPROVED BY MR. FIRMIN. THAT CHANGE MUST BE MADE IN WRITING AND GIVEN TO MR. FIRMIN IN ROOM 106. IT CAN ALSO BE DONE BY E-MAIL AT mfirmin@rummelraiders.com.

17) Once you have completed the service work with a service partner, you must have the contact person or other designated personnel complete the Service Report. You may return this to your religion teacher or Mr. Firmin.

**SERVICE PROPOSAL FORMS ARE DUE BY MONDAY, OCTOBER 3, 2011.
SERVICE REPORTS ARE DUE MONDAY, MARCH 26, 2012**

THERE ARE NO EXCEPTIONS.

ANY WORK NOT APPROVED BY MR. FIRMIN OR FORMS TURNED IN LATE WILL NOT COUNT TOWARD YOUR REQUIREMENT.

18) Sometimes rather than fill out the service report, some service partners will issue a letter on their letterhead in place of the service report. If you get a letter like this just attach it to the service report, but fill out the service report with all the information yourself. All letters will have to be on that service partner's letterhead.

Students who miss the March deadline for service hours will receive an F (Failure) grade in religion for the 4th quarter, which automatically results in a failure at the semester. They will be assigned summer school for religion credit at the end of the year. They are expected to pay a summer school fee to recover the credit and finish their service hour requirement by the end of June. They will also have to complete a penalty of additional hours to be determined. At the successful completion of the service hours and any summer school requirements, the **F** grade will be changed to the academic grade earned during the regular school year in the 4th quarter. If they do not attend the summer session or complete their service requirement, the semester grade for religion will remain as an **F** and they will not be allowed to return to Archbishop Rummel High School. For seniors, completing the service requirement is mandatory for graduation. Students have a sufficient amount of time to complete their service requirement, and will be expected to do so without exception and on time with all supporting paperwork.

Effective Start of the 2011-2012 School Year

Archbishop Rummel High School's Service Programs

Every Archbishop Rummel High School student must complete a required service hour component for graduation or promotion to the next grade level.

Objectives of the Archbishop Rummel High School Service Programs:

- 1) To introduce students to Christ's imperative to serve one another in the spirit of the school's mission statement, by fulfilling annual Christian service requirements.
- 2) To encompass the LaSallian heritage of faith, community, and service encouraging students to be leaders-leaders who serve others, leaders who care embodying the motto of Archbishop Rummel "To give one's life for the sheep."
- 3) To allow students to understand the LaSallian definition of social justice – "Loving people so much that we work to change the structures that violate their dignity".
- 4) To encourage Archbishop Rummel students to perform service because they want to and not merely fulfill a requirement.
- 5) To help students develop skills and talents to the best of their ability through service following the mission of the school and LaSallian tradition
- 6) To establish the Archbishop Rummel High School student body as a force in the assisting of those in need in the community and rebuilding the community by the range and quality of service opportunities offered.

During their high school career, students in this program will develop an orientation towards Christian service by gradually increasing commitments to various service options culminating in their senior year with a final opportunity to reflect on the success and impact their service projects. Our hope is that they incorporate service as a core value in their lives and see it at the heart of what it means to be a leader in society.

Annual Christian service requirements per class:

Required Service Hours for the 2011-2012 School Year

Grade 8	10 hours
Grade 9	10 hours
Grade 10	20 hours
Grade 11	40 hours
Grade 12	25 hours

A student must fulfill his required service hours in that school year. Service hours cannot “rollover” into following years for completion.

Starting at the completion of the 2011-2012 school year, service hours may be completed for the next school year during the summer months upon approval of the Service Program Director.

All service hours required for each year for grades 8-12 must be completed by the third quarter of that year and approved by the Director of Service Programs. If a student fails to do this, they will not receive promotion to the next grade level. Seniors not completing the required service hours and getting approval of completion by the Director will not fulfill the requirement for graduation.

Program Characteristics:

Each student’s selected service opportunities should include and maintain the following characteristics:

- **Personal**- Activities must be structured so that the student spends the majority of his time in direct service to those to whom the service would otherwise be unaffordable or unavailable.
- **Approved** – All service opportunities must be approved (in writing) by the Director of Service Programs. Students are encouraged to check with the Director of Service Programs and for posted service opportunities on a bulletin board or the website for activities and service partners on this list are automatically approved.
- **Challenging** – The service opportunities should be ones which extend the student beyond his present experience and interests. Ideally, service opportunities in the LaSallian Outreach Program should expose the student to new environments and challenges.
- **Committed** – The service opportunities must be ones which the student will be committed to completion. Randomly, not completing projects for other than serious reasons not only defeats the challenge, but may also create a serious inconvenience for the service partners left behind.

Program Requirements:

Every student must fulfill the required amount of service hours. This may be done through one long term project or through several varied projects through different service partners.

Written verification of completed service opportunities with secured signatures and contact information will be included in the students' official records. Completed community service forms must be submitted to the Director of Service Programs.

Each student's service hour requirement must be completed by the dates stated above in their senior year. Students who have not met this graduation requirement on time risk not receiving their diploma at graduation.

Upon completion of the required hours, each student will present a service portfolio to the Director of Service Programs as his "Senior Project." This will finalize their completion of the graduation requirement. The portfolio should contain a journal, reflections, evaluations, pictures, and all verification forms that will exhibit completion and impact from the service projects. If there is any question on the integrity of the completion or the impact on the student with the approved service projects, an exit interview will be conducted by the Director of Service Programs or an appointed interviewer.

Service Opportunity Guidelines for LaSallian Outreach

- 1) All students are encouraged to work with the Director of Service Programs in choosing and securing service opportunities with approved service partners.
- 2) In both service programs, all hours must be completed off campus with approved service partners.
- 3) A student may not do service for another family member. Family members do serve one another – that is part of being a family.
- 4) If a student completes more than their required hours, it cannot carry over to the next year. Any service hours completed over the required amount will be considered a gift given by the student, improving and giving back to their community. An important lesson in yearly community service is that serving others should be integrated into our lives as regular practice, something that becomes a part of our lives and religious expression. This is part of LaSallian tradition and embodies the motto of our name sake.
- 5) Court ordered service hours will not count toward any graduation requirements.
- 6) Service requirements especially during the junior and senior years are encouraged to represent a person-to-person effort and bring students in contact with groups and individuals that are outside the students' regular sphere of influence and impact. Frequently, service opportunities put students in touch with "at-risk" populations, marginalized or poor persons, and people unlike themselves. This is one part of Lasallian education.
- 7) Students who participate in liturgical ministries such as lector, altar server, and choir are commended for their effort; however these **do not count as service hours.**
- 8) Recommended Service opportunities:
 - a. All organizations sponsored by Catholic Charities/Archdiocese of New Orleans
 - b. Summer Camps for the Handicapped and/or Infirmed

- c. Any Church based Summer Camp for Children (CYO Summer Camp, KidCam, Vacation Bible School etc.)
- d. Parish or Church activities (CYO service projects, parish fairs, religious education programs, child care during Mass.)
- e. Any hospital or nursing home where students work with the residents.
- f. Public Service campaigns (voter registration, blood drive)
- g. Public Library
- h. Community based non-profit organizations: Audubon Zoo, Aquarium, Children's Museum, Nature Centers, D-Day Museum, NOMA
- i. Post Katrina community service projects
- j. Head Start programs

9) Service NOT Allowed:

- a. Working for a private physician in a doctor's office
- b. Working to elect a specific political candidate
- c. Working at a private law office
- d. Working at a local mall or retail outlet
- e. Private country club camps or programs
- f. Working without pay for a for profit organization or private business
- g. Assistance to an individual person – e.g, babysitting for a neighbor's baby
- h. Working for an agency going against the beliefs of the Catholic Church

10) Students may not receive pay for community service hours.

The administration of Archbishop Rummel High School reserves the right to amend these guidelines when necessary.

To help students find opportunities for service in the area, most parochial, private, and public elementary and some middle schools have been contacted about the Archbishop Rummel Service Programs. Students may contact them for service opportunities but all ideas must be approved by the Service Program Director.

Due Dates for Service Forms:

Proposal/ Progress Forms are due by Monday, October 3, 2011.

Service Reports are due by Monday, March 26, 2012

Forms are to be returned to Mr. Firmin or Ms. Waltzer in room 106.

Service Partners

Rebuilding/Storm Clean-up

Beacon of Hope

145 Robert E. Lee Blvd
Suite 210
New Orleans LA 70124

Ms. Heather Huth
heather@lakewoodbeacon.org
504-309-5120

Duties: Mostly outside work helping residents in the New Orleans area keep up there homes and yards until they can return to the city. Even help the elderly and public places with outside yard work and clean up. Work most days and weekends. They are focusing more now on helping homeowners with unskilled labor such as painting and landscaping. See Mr. Firmin for more information and volunteer release form.

Youth Rebuilding New Orleans

Archbishop Rummel HS
Metairie La

Mr. Robert Whitman
834-5592

Duties: Construction type work, yard work, cleaning. See Mr. Whitman for more details. Only seeking 10th - 12th grade looking to fulfill service requirements

Animal Shelters

Animal Rescue New Orleans

271 Plaque Street
Harahan, LA 70123

New Volunteers must fill out the on line application at
www.animalrescueneworleans.org/volunteer.html

Returning volunteers can send an email to arnovolunteer@yahoo.com . They should put "Rummel students" in the subject line to let the coordinator know that it is in reference to service hours.

All volunteers, returning and new, must bring a completed release form before reporting to work. Release can be obtained from Mr. Firmin in Room 106.

Duties include: walking dogs, stocking shelves, sorting and organizing supplies, cleaning kennels.

Museums

National World War II Museum

945 Magazine Street
New Orleans LA 70130

See Mr. Firmin for more information

Duties: greeting visitors, working with memorial brick program, helping WWII veterans find themselves on the Roll of Honor, passing out information. You must commit to 4 hours a week and must become a member of the museum (Discounted Rate \$20). You must wear collared shirt which can be purchased in gift shop. Dress code needs to be followed Minimum Age: 15 years old.

New Orleans Museum of Art

Ms. Molly St. Paul,
Ms. Gretchen Wheaton,
Volunteer Coordinators
504-658-4137
mstpaul@noma.org

Duties: Working admission desk, coat room, or gift shop. Give directions with sculpture garden and restrooms. Hand out and collect audio guides. Help is also needed in security and maintenance of the sculpture garden. Assist in mailings and new exhibits

Hospital Work

Children's Hospital

200 Henry Clay Avenue
New Orleans LA 70118
www.chnola.org

Ms. Mary Ann Gravois or Kris Shaw
896-9487

Duties: Entertain and assist patients. Work in an office setting, staff Gift Shop, and transport patients. You must want to volunteer for 50 hours in a year that can be done throughout the year. Minimum Age: 14 years or 9th grade

East Jefferson General Hospital

4200 Houma Boulevard
Metairie LA 70006

Ms. Nina Victory/Ms. Wendy Ohle
454-5548

Placement will be based on the volunteer's interest and the hospital's needs. Assignments include Patient Transport, Same Day Surgery, Wellness Center (gym), and Pharmacy. You must apply on-line at www.ejgh.org. You will have to interview and commit to a 4 hour shift each week to complete 50 hours of service. You will have to attend an orientation. They are willing to work with scheduling of shifts and times of the year. (This is a nice opportunity for those interested in medical fields or physical training.) See Mr. Firmin for any questions or more information.

Patrick F. Taylor Hope Lodge

2609 River Road
Jefferson, LA 70121

Mr. Robert Seyda
219-2200

Ms. Susan McMillan
219-2201

Lodging for patients receiving outpatient treatment away from home. Helping patients cope with the cancer treatment process. Students needed to help with housekeeping and laundry duties. Also, students are needed on evenings to help with Bingo Night (Tuesdays) and Movie Night (Thursday) plus consider creative ideas for activities.

Public Broadcasting/Television

WYES New Orleans
916 Navarre Avenue
New Orleans LA

Ms. Joan Creson
jjcreson@wyes.org
486-5511

Judy Johnson
jjohnson@wyes.org
483-8487

Duties: Working on the ShowBoat Auctions as Board Markers, Bid Passers, Kitchen Help, Serving Food, and Gophers. Telephone Bid Takers (Must be 17 and over) Auctions are on Wednesday and Thursday. Call for dates and times. Also volunteers are needed for other projects. For more information, contact Ms. Creson, Ms. Johnson, or Mr. Firmin.

Audubon Institute Facilities

Aquarium of the Americas
1 Canal Street
New Orleans LA 70130

Mr. Georgean Crosley
378-2719
gcrosley@auduboninstitute.org

Duties: There are several programs for 13 years and above. There are fees, applications, interviews, training, and a time commitment involved in each program. There are several different jobs and duties including working with the environment and learning a respect for wildlife. For more information, go to auduboninstitute.org

Audubon Zoo

6500 Magazine St.
New Orleans LA 70118

Ms. Liewellyn Davies
212 -5377 / ldavies@auduboninstitute.org

Duties: Must go through 13 weeks of training to be ready to work at one of the top zoos in the country. Work in horticulture department assisting with the maintenance of the majority of the plants on the grounds. Assist in animal department helping keepers with maintaining exhibits, preparing food and cleaning up after animals. Be an education volunteer working with small animals to teach a variety of topics to all ages. There is a commitment of time involved with working at the zoo. For more information, go to auduboninstitute.org. Minimum age: 16 years

Audubon Zoo Insectarium

423 Canal Street
U.S. Custom House
New Orleans, Louisiana 70130

Ms. Gillian Rabalais
378-2665
grabalais@auduboninstitute.org

Duties: There are programs for 15, 16, and 17 year olds. Interpret live animal exhibits. Assist staff with live animal presentations. You will assist guests with welcoming and information. There is a \$30.00 contribution fee to cover costs of training materials and uniforms. Must complete training course and commit to one weekly shift for one year and willingness to be a team player. For more information, go to auduboninstitute.org

After School Tutoring/Care

Rudolf Matas Elementary School

1201 Elise Ave.

Metairie LA 70003

Ms. Pat Helmstetter, Principal

733 – 6200

Duties: After School Care: Working with Children in after school care with tutoring and activities.

Green Park Elementary School

1409 N Upland Ave

Metairie, LA 70003

Ms. Yvette Netzhammer

466-0205

Duties: After School Care: Working with Children in after school care with tutoring and activities and with some of the extracurricular activities.

Ella Delonde Elementary School

219 Severn Ave

Metairie, LA 70001

Ms. Catherine

837-5370

Duties: Working with some classes in their last hour of school. Assist with special events.
After School Care: Working with Children in after school care with tutoring and activities.

Halloween Fun Day Volunteers needed for , Friday, October 28, 2011 – Call for details

St. Agnes School

3410 Jefferson Highway

Jefferson, LA 70121

Ms. Bridget Sinibaldi

504-835-6486 E-mail stagnes@archdiocese-no.org

Duties: 3:10 PM - Working with children in after school care with tutoring and activities.

Bridgedale Elementary School

808 Zinnia Ave

Metairie, LA 70001

Ms. Sandra Lejeune

888-6807

Duties: Working with children in after school care with tutoring and activities.

St. Anthony Outreach Youth and Restoration Center

737 Paul Mallard Rd
Luling, LA

Ms. Ann Harris
985-785-8745

Duties: Working with office filing, working with Community Center, and tutoring

STAIR (Start the Adventure in Reading) All Year - Must attend two hour training session. You will be placed in a tutoring center in Jefferson Parish. Tutoring takes place once or twice a week for about two hours after school. Looking for minimum one semester commitment reading to a student once or twice a week after school. You can get more information from their web site <http://www.stairnola.org> . If you interested, see Mr. Firmin in Room 106

Mentoring At-Risk Youth

Causeway HeadStart

3420 N. Causeway
Metairie LA 70002

Ms. Usha Kamboj/Ms. Chanel Davis
838- 1000

Duties: Working with at risk 3,4, and 5 year old children in a pre-kindergarten program. You will interact with the children by playing games, working with them on activities, and reading aloud to them, possibly helping the teachers with other activities and administration with maintenance. See Mr. Firmin for more information. Causeway HeadStart follows the same calendar as the Jefferson Parish Public School system. Minimum Age: 13 years. On holidays students can work with children from 8:00 AM to 2:30 PM or can help with office work / teacher classroom work from 2:30 – 4:00 PM.

Kenner HeadStart

200 Decatur St.
Kenner LA 70062

Ms. Antoinette Davis / Ms. E. Vanessa Alcazar
736-8770

Duties: Working with at risk 3, 4, and 5 year old children in a pre-kindergarten program. You will interact with the children by playing games, working with them on activities, reading aloud to them, and possibly helping the teachers with other activities and administration with maintenance. See Mr. Firmin for more information. Kenner HeadStart follows the same calendar as the Jefferson Parish Public School system. Minimum Age: 13 years

Working with Special Needs Children or Adults

Note: Special needs individuals are considered individuals with Down's Syndrome, autism, physical challenges, or mental challenges.

CHILDREN

Jo-Jo's Hope Inc.

Elmwood Fitness Center

For information, see Mr. Firmin

Agency serves the disable and underserved populations in the Greater New Orleans area. Volunteers duties include teaching special needs individuals how to swim, water safety, and fitness exercises. Students must be comfortable working in water and should have some background in swimming. Two hour orientation is mandatory. Classes are offered for volunteering at Elmwood Fitness Center and at Franco's on the Northshore. Classes for beginning volunteers are usually on Sunday afternoons and volunteers with more advanced swimming skills on weekday early evenings.

New Heights Therapy Center

16191 Hwy 40
Folsom, LA 70437

985-796-3677
nhvolunteer@bellsouth.net

New Heights Therapy Center is a progressive equestrian program that teams student riders with instructors, horses and volunteers in therapeutic riding sessions designed to challenge and inspire the rider. Horseback riding helps people who are physically, cognitively or emotionally challenged achieve an improved quality of life. It is located at the Folsom Equestrian Center. Duties for volunteers include: horse leaders, sidewalkers, substitute horse feeders, clerical assistance, and equipment care. Minimum Age: 13 years

St. Michael Special School

1522 Chippewa
New Orleans LA 70130

Ms. Jane Silva
524-7285

Duties: Working with mild moderate mentally challenged children with daily school activities and summer camp activities also helping these special needs children with special events and activities in a school setting.

Greater New Orleans Therapeutic Riding Center

Mailing Address

PO Box 23284

New Orleans, LA 70183

www.gnotrc.com

Ms. Anita Hefler

466-9960, 985-651-LADY

horsehartzell@hotmail.com

152 Shadowbrook Lane

Laplace, LA 70068

Duties: Side walking with disabled riders leading horses, help with fundraisers, duties around the barn. See Mr. Firmin for required forms.

ADULTS

Magnolia School

100 Central Ave.

Jefferson LA 70121

Ms. Mary McDuff

731-1339/733-2874

Intermediate care facility for mentally challenged adults. Duties include: working with clients on everyday activities, special events, dances, organizing events, helping with set up and take down of events, assist in bowling at Colonial Lanes on Jefferson Hwy. See Mr. Firmin for more information.

Special Connections

Vineyard Church

4340 Loyola

Kenner 70065

Located at the corner of Loyola and Joe Yenni Blvd.

Contact: See Mr. Firmin for more information.

Duties: Working with special needs adults (Down's Syndrome, Autistic) in helping them learn daily activities : games , bowling, outings Mostly on exam days and school holidays.

Helping the Homeless

Ozanam Inn

843 Camp Street

New Orleans LA 70130

Mr. Clarence Adams

Office Phone: 523-1184

Duties Include: Group Meal preparation, food service, meal distribution, clerical services, housekeeping tasks, clothing sorting.

Food Bank to Feed the Hungry

Second Harvest Food Bank of Greater New Orleans and Acadiana

700 Edwards Ave
Harahan LA 70123

Ms. Catie Quinn
504-729-2849
cquinn@secondharvest.org

Duties: Sorting through donated food for processing to distribution centers to hand out to the hungry and cleaning produce. Must contact for schedule but have most days open and Saturdays. Must wear covered shoes. No sandals or flip flops. See Mr. Firmin for more information.

St. Clement of Rome, St. Anthony Ministry Food Banks, Second Harvest

4317 Richland Ave
Metairie, LA 70002

Ms. Kim Adams
235-1920

Ms. Patty Weaver
481-5018

(Go around back to Parish Center) Parish Center
887-7821

1st and 3rd Thursday of each month from 3:30 - 6:00 PM – Students are needed to help with the food bank organizing food and to help carry boxes out to cars. Please call before going.

Working with the Elderly

Catholic Charities Archdiocese of New Orleans

1000 Howard Ave.
New Orleans LA 70113

Ms. Shannon Murphy / Ms. Susan Lachey
310 -6962 310-6960

Catholic Charities runs several programs with several different needs. They run several children centers, elderly day care facilities, shelters, mentoring programs, and programs for at-risk populations. **If you contact them, they will work with you at placing you with a facility.**

They work with the following adult day care facilities: Contact Catholic Charities for more information.

Alpha House

20127 Highway 36
Covington, LA 70434

Ms. Rose Lew - Program Director
985-892-7074

Adult day health care facility

The Greenwalt Center

1926 18th St.
Kenner LA 70062

461-5889
(right behind Kenner City Hall)

Adult day care center for seniors with Alzheimer's.

Chateau Living Center

716 Village Road
Kenner LA 70065

Ms. Paulette Duperclay
464-0604

You will work with the elderly in this residence facility. Duties will include working daily activities, events, outings, and transportation of residents. You will need to fill out an application with parent's signature. **Minimum Age: 15 years**

Colonial Oaks Nursing Home

4312 Ithaca St.
Metairie, LA 70006

Ms. Myra Dunn
887-6414

myradunn@hotmail.com

Duties include working with elderly: reading to them. Activities: playing bingo, companionship, etc. Will need to complete application and give copy of health/shots record.

Heritage Manor of Mandeville

1820 W Causeway Approach
Mandeville, LA 70448

Ms. Deborah Hood
985-626-4798

Duties include helping with the elderly residents with planned activities, reading to residents, interacting with them at meal times. Minimum age: 16 years

Metairie Home Health

6401 Riverside Drive
Metairie LA 70003

Ms. Mary Keller / Ms. Pat Arsuaga - Activities Department
885-8611

Duties include: working with daily and planned activities with their elderly clients, transportation of clients, meal preparation and working with different departments as needed. Minimum age: 15 years

Metairie Manor

4929 York St.
Metairie LA 70001

Ms. Flo - Manager
456-1467

Duties: Working with the elderly residents of Metairie Manor. Volunteers may have to complete an application and be screened. Minimum Age: 16 years. They are looking for volunteers for special events. See Mr. Firmin for more information.

Emeritus Kenner Assisted Living

1600 Joe Yenni Blvd.
Kenner LA 70065

Ms. Darla Linton, Asst. Activities Director
467-1000

Requirements: Completed volunteer application and interview. Any service hours must be planned and approved by Ms. Jackson. Contact her ahead of time.

Duties include: Working with residents in Alzheimer's center, assist with meals, play bingo with residents, and assist with special events

Special events: Events are each month. See Mr. Firmin for more details.

St. Joseph's Nursing Facility

405 Folse St.
Harahan, LA 70123

Ms. Laura Transhat
738-7676 ext 14

You must fill out an application. Duties include: helping with resident activities, reading to residents, interacting with residents during planned activities, meal times.

St Luke's Living / Medical Center

4201 Woodlake Dr
New Orleans, LA

St. Nicholas Benjamin / Ms. Angela Paz
378-5050

Located on the Westbank at the corner of General De Gaulle and Woodlake Drive.
Call for available days. You can work in the kitchen or where there is a need that day.
They are willing to work within your interests.

St. Anthony's Healthcare Rehab

6001 Airline Dr
Metairie, LA 70003

Ms. Teisha Adams
733-8448

Located across from Zephyr's Field

Hospice Care for the Elderly**Harmony Hospice**

Ms. Jo-Ann D. Moore
832-8111

Duties include: Sitting with patients, reading to patients, providing companionship,
running errands, meal preparation. Training session for four hours required.

Canon Hospice

1221 Clearview Pkwy.
Jefferson, LA 70121

Jerry Pesses
818-2723

Duties include: Clerical work, help with fundraising, visiting clients in hospice care. All
visitations are supervised with staff. Times are available after school and on weekends.

Additional Service Partners**Catholic Charities Archdiocese of New Orleans**

1000 Howard Ave.
Suite 1000
New Orleans LA 70113

Ms. Sharon Murphy / Ms. Susan Lachey
310-6962 310-6960

Duties : Catholic Charities acts as a clearing house to place volunteers especially high
school volunteers looking to complete service requirements. They have several programs
throughout the Greater New Orleans Area working with several at-risk populations
including at-risk youth, victims of domestic

Muscular Dystrophy Association

3925 North I-10 Service Rd
Favrot Shane Building Suite 211
Metairie, LA 70001

Ms. Kristyn Murray
455-4460
neworleans@mdausa.org

The MDA Association needs assistance in the office with a Shamrock Fundraising Campaign. They need help organizing and packing boxes.

Solutions Club

400 Maine St
Jefferson, LA 70121
(Located next to St. Vincent DePaul Store)

Mr. Thomas Wooderson
504-451-6026
lx113@cox.net

Ms. Candace Fortier
504-481-6007

Every Saturday 10:15 – 11:45 AM - They need volunteers to clean the facility each week. This is a meeting facility that host meetings for Alcoholics Anonymous and other groups. Call to arrange times.

Other available pre-scheduled times: Sunday - 1:15 – 4:00 PM
Monday – Friday – 4:30 – 5:45 PM

Several new and unique volunteer opportunities are coming in daily to Mr. Firmin's office. You may see him to explore these or see how you may be of better help to the service partners listed above. Mr. Firmin's office is located in Room 106. He can be reached mostly at lunch and in the afternoon after school. His contacts are phone – 834-5592 ext 249 or e-mail – mfirmin@rummelraiders.com.

You are encouraged to see him if this is the case or if you have another service partner you wish to work with. You may even see him with your ideas of a service project using your skills and talents.

FINAL GUIDELINES FOR SUCCESSFUL COMPLETION OF SERVICE HOURS

(PLEASE READ THIS!!!!)

- 1) Any work done for a private country club or private for profit business will not be counted.
- 2) If a service partner requires you to sign in and out for each shift of work, you need to do this. If the service director tries to verify service and you have not signed in and out, the hours worked will not count and will have to be done again.
- 3) You cannot use cell phones at all while you are working for a service partner. You cannot call anyone or text anyone. You must get permission to make any phone calls and that will be to your parents to arrange transportation if needed.
- 4) Any discipline problems brought to the attention of the service director will be directed to the Dean of Students for discipline.
- 5) **Keep a copy of any service reports turned in for your records.**