



Arapahoe House

Arapahoe House provides substance abuse treatment and mental health services to vulnerable individuals and families in metro Denver.

Financial Literacy Volunteer Opportunity

MISSION: The mission of Arapahoe House is to provide a continuum of accessible, affordable, and effective services for individuals and families with alcohol, drug and other behavioral health problems.

TITLE OF POSITION: Financial Literacy Volunteer Job Description

OBJECTIVE: Assist in the life-skill development of Arapahoe House clients by teaching financial skills to mothers receiving treatment at one of Arapahoe House's residential programs.

DUTIES MAY INCLUDE:

- ▲ Conduct interactive and educational classes on topics such as budgeting and financial literacy to groups of 5-16 women.
- ▲ Establish a regular schedule and curriculum with the program manager that complements program goals.

COMMITMENT REQUIRED: Volunteers are asked to establish an ongoing-routine with the facility by teaching classes on a weekly or bi-weekly basis. Ability to teach classes during the evening is preferred.

QUALIFICATIONS:

- ▲ Professional experience and/or certification required.
- ▲ Special, demonstrated knowledge on financial topics.
- ▲ Experience in teaching to large groups helpful.
- ▲ Must be sensitive to diverse cultural and situational needs with a mature, non-judgmental attitude toward clients.
- ▲ Ability to maintain client confidentiality.

ORIENTATION AND TRAINING PROVIDED: Volunteers may be required to participate in the agency's orientation.

LOCATION OF JOB: Aspen Center for Women facility in Westminster and/or New Directions for Families facility in Littleton, CO. The address of these facilities is kept confidential to help ensure the security of our clients. All Arapahoe House locations are smoke-free environments.

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