



**BOYS & GIRLS CLUBS  
OF CENTRAL MINNESOTA**

## **VOLUNTEER DESCRIPTION**

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**Volunteer Title:** Volunteer Youth Check-Out Monitor

**Department:** Program

**Reports To:** Site Manager or Senior Site Manager

### **VOLUNTEER OPPORTUNITY DESCRIPTION**

This volunteer is responsible for the safe check-out of youth from Boys & Girls Club's KIDSTOP program, located at 13 elementary schools in the St. Cloud, Sauk Rapids-Rice and Sartell-St. Stephen school districts.

### **VOLUNTEER RESPONSIBILITIES**

- Greet parents/guardians as they come to the building
- Foster a welcoming and safe environment for all
- Confirm parent ID during youth check-out
- Able to use 2-way radios to call for youth/staff
- Prioritize youth safety as #1

### **VOLUNTEER OPPORTUNITY SCHEDULING**

Boys & Girls Club offers this position at 13 sites, with flexible schedules during the after-school hours:

- Monday – Friday
- School dismissal – 4:30 p.m.

### **TO APPLY FOR THIS VOLUNTEER POSITION**

- Contact Boys & Girls Clubs of Central Minnesota at 320-252-7616
- Email Boys & Girls Clubs of Central Minnesota at [club@bgcmn.org](mailto:club@bgcmn.org)
- Apply online: <https://www.bgcmn.org/volunteer/volunteer-internship-application/>

### **FOR MORE INFORMATION**

Contact Boys & Girls Clubs of Central Minnesota at 320-252-7616.