



3657 Michigan Ave Colorado Springs • Colorado Springs CO • 80910 • 719.301.5411

Dream Centers Mission

To provide health and hope to people in Colorado Springs who are working to rebuild their dreams.

Mary's Home Mission

To provide single-mother families faith-based community housing to gain supportive relationships, holistic health, life skills, economic self-sufficiency, and community resources to be able to exit homelessness permanently.

Mary's Home Values

Our values are the guiding principles or standards of behavior for the staff, volunteers and partners who support the families at Mary's Home. Our values, our culture and our program design come from: 1) God-directed vision, 2) Collaborative expertise, including the wisdom of Mary's Home partners and families, and 3) Evidence-based research.

- Safety - We act to assure a physically and emotionally safe environment.
- Teachability – We aim to learn, grow and mature in relationships and mission.
- Empathy – We seek to understand and share in the sorrows and joys of others.
- Dependability – We work to be responsible, timely and consistent in service.
- Generosity – We seek to give abundantly of our hearts, talents, and resources.

Position Title: Dream Centers Mary's Home Volunteer Tour Host Team Member

Accountable To: Dream Centers Mary's Home Volunteer Tour Host Team Lead
Associate Program Director, Stephanie DeMeritt

Status: Volunteer position without opportunity for employment

Position Purpose & Overview:

The Volunteer Tour Host Team Member is vitally important in the overall mission of Dream Centers. This person will assist the Tour Host Team Lead as groups of individuals interested in volunteering, potential donors, and community members attend a vision casting tour of Mary's Home. Without our volunteers, donors, and community partnerships, Mary's Home and Dream Centers as a whole would not be able to serve women and children exiting homelessness.

Responsibilities

- Set up for tours prior to the start time so that 30 minutes before the tour everything is ready
- Welcome registrants, check in, and lead tours at Mary's Home (typically first Thursday of the month from 4:30-5:30pm and third Wednesday of the month from 1-2pm; all official dates listed on Dream Centers website)
- Ensure there are enough brochures, handouts, and business cards to give to tour attendees. Assemble more if needed. Keep track of supplies and notify Mary's Home staff when more are needed.
- Communicate with Mary's Home staff the feedback received from the tour and/or possibilities to enhance the experience for attendees.
- After tour, answer additional questions of tour attendees.
- After tour, store all items and clean up.
- Log volunteer service hours, including prep time in Volgistics through VicNet.

Qualifications

- Follower/disciple of Jesus Christ and committed to personal spiritual growth. In agreement with Nicene Creed.
- Expansive knowledge of Dream Centers and all of our programs, subscribe to E-news and/or FB content to add to presentation knowledge base.
- Enthusiastic, warm, friendly, and welcoming demeanor.
- Able to carry on conversation and answer questions with ease.
- Demonstrates professionalism.
- Adept at problem solving.

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- Experience with public speaking preferred but not required.
- Personal laptop to run videos.

Training & Support

- Attend Mary's Home Tour, attend Women's Clinic Tour, coordinate with Mary's Home staff the flow of the Mary's Home tour, commit to the provided script, talking points, and videos for the tour.
- Available for Quarterly Volunteer Care/Training and/or ongoing education as it pertains to this position.

Location

- Dream Centers Mary's Home Family Life Center, 3653 Michigan Ave, 80919.

Time Commitment

- 3-5 hours monthly.

Physical Requirements:

Working Environment	Seldom	Occasional	Frequent
Cold (50° F or less)	X		
Heat (90° F or more)	X		
Gases/Fumes/Dust	X		
Heights	X		
Noise		X	
Climbing (Stairs/Ladders)			X
Driving	X		
Standing			X
Sitting		X	
Walking			X
Bending		X	
Work with Others			X
Working Alone		X	
Crawling or Kneeling		X	
Repetitive Movements		X	
Office Machines			
Telephone	X		
Personal Laptop			X
Calculator	X		
Printing at MH		X	
Copier		X	
Projector/Screen			X
Scanner		X	
Moving Heavy Items			
Lifting/Lowering		X	
Pushing	X		
Reaching Over Shoulder		X	
Reaching Forward		X	
Carrying		X	
Other Requirements			
Visual Acuity: Near			X
Visual Acuity: Far			X
Color Discrimination			X
Hearing			X
Speech			X
Manual Dexterity			X
Eye-Hand Coordination			X