

Head Start
+
Volunteering

=
Building
Employment
Skills

Everybody wins when parents volunteer! Parents can build work and employment skills while also supporting their child's Head Start or Early Head Start program. Parents who are unemployed and on the Minnesota Family Investment Program can use their hours with Head Start and Early Head Start toward meeting their work participation requirements. Volunteers help children, of course, but also help the Head Start or Early Head Start program meet its federal requirements.

Programs are required to generate 20% of their federal operating budget from in-kind donations. For each hour of volunteer service, the Head Start program is credited with the amount equivalent to the value of the item or time.

Ways parents can help...

Programs have unique needs and each program can provide opportunities and experiences to support parents in building skills that are transferable to employment skills. **Some examples include:**

Program governance and family engagement:

Working in these areas provides life skills training.

- Attending and participating in parent meetings
- Being a representative to the MN Head Start Association
- Being a representative to the agency policy council
- Participating in agency advisory committees
- Participating in interviews for new staff
- Attending workshops/parent training/conferences
- Driving other parents to meetings

Administrative and housekeeping tasks:

Working in these areas promotes job skills related directly to administrative work.

- Typing/word processing
- Answering and making phone calls
- Writing newsletters/flyers/notices
- Translation of agency materials
- Interpreting for other families
- Making copies
- Caring for plants
- Organizing materials/supplies
- Set up and clean up of art activities
- Repairing toys or equipment
- Vacuuming
- Washing dishes
- Washing windows

Classroom activities with children under the guidance of classroom staff:

Working in these areas develops parenting skills and provides classroom experience.

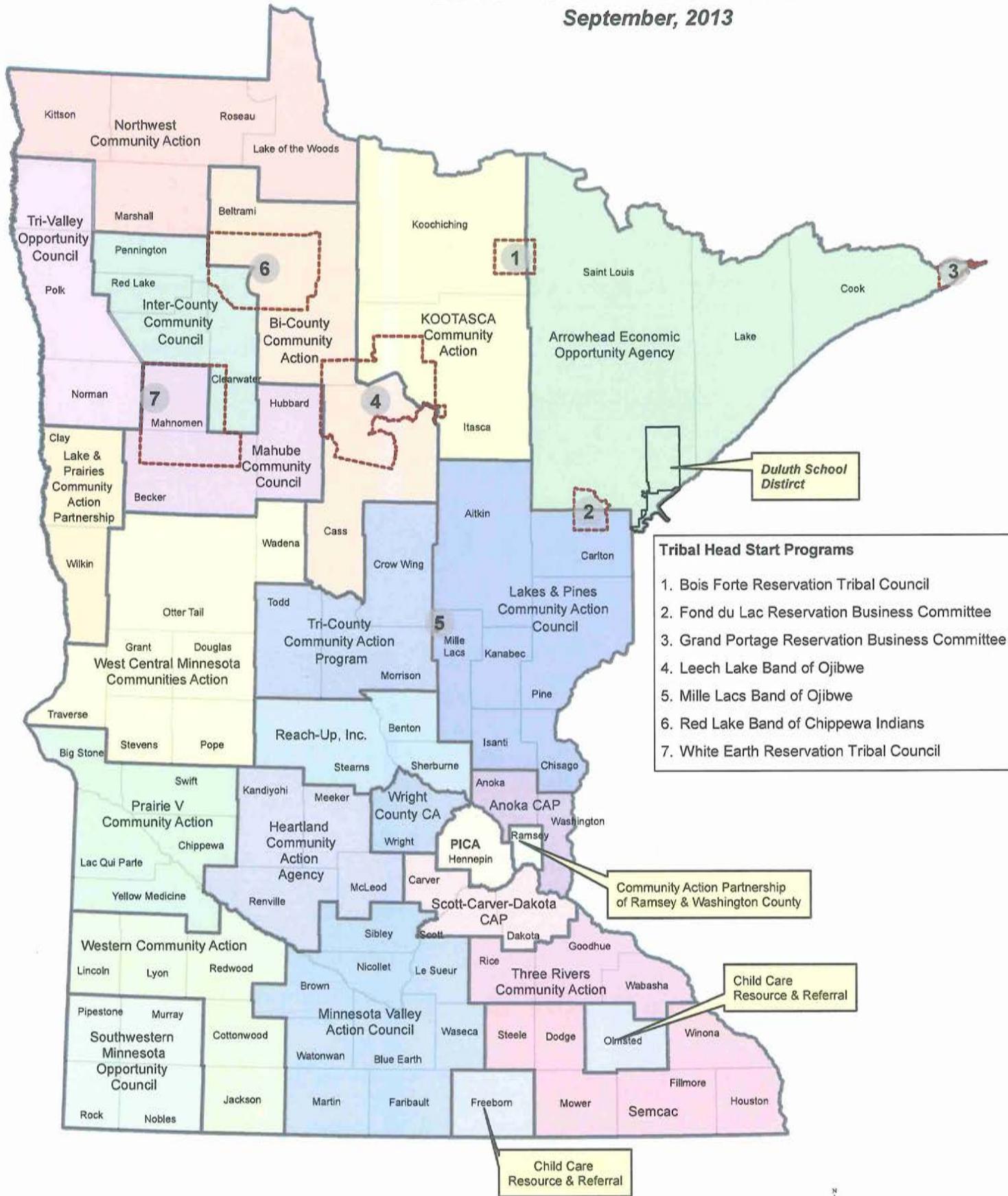
- Playing games
- Reading and telling stories
- Teaching and leading songs
- Teaching and supporting self-help skills (tying shoes, zipping coats, etc.)
- Playing music
- Helping with snack and meal times
- Helping with daily tooth brushing activities
- Completing daily classroom and playground safety checklists
- Washing bedding and/or toys
- Washing classroom equipment and tables
- Supporting lending libraries
- Preparing take-home activities

Questions?

Contact **Jeanne Dickhausen**
Head Start Collaboration Director
Minnesota Department of Education
651-582-8463 (voicemail)
jeanne.dickhausen@state.mn.us

Head Start Programs and Service Areas

September, 2013



- Tribal Head Start Programs**
1. Bois Forte Reservation Tribal Council
 2. Fond du Lac Reservation Business Committee
 3. Grand Portage Reservation Business Committee
 4. Leech Lake Band of Ojibwe
 5. Mille Lacs Band of Ojibwe
 6. Red Lake Band of Chippewa Indians
 7. White Earth Reservation Tribal Council

The Minnesota Department of Education (MDE) does not warrant the results you may obtain by using this map. This map is provided "as is" without express or implied warranties, including warranties of merchantability and fitness. In no event will MDE be liable for any consequential, incidental or special damages, including any lost profits or lost savings, even if an MDE representative has been advised of the possibility of such damages or any other claim by any third party.

