VOLUNTEERISM GUIDE

Building a City of Possibility for All New Yorkers
“I’m going to look at people differently now...this volunteer experience humbled me because you really never know who’s struggling.”

– Lisa Chau, Express
United Way of New York City

There are 8.4 million people living in New York City. Over 25% of these New Yorkers are struggling to cover the basics, including housing, food, childcare, savings, taxes and healthcare.

Based on over 75 years of service and our unique vantage point at the intersection of business, government and nonprofits, United Way of New York City (UWNYC) is ready to implement a strategic solution to this crisis. By 2020, UWNYC will move 50,000 New Yorkers along the path from poverty to self-sufficiency — the ability to meet basic needs without public or private assistance — in neighborhoods of concentrated poverty.

**Our Approach in Action: The Path to Self-Sufficiency**

Achieving self-sufficiency is the first step toward prosperity. Our work aims to move New Yorkers toward self-sufficiency by addressing both immediate and long-term needs around education, income and health as well as increasing nonprofits’ capacities to serve their communities. We then go a step beyond by influencing system-wide policies and practices that will create a sustainable path for all New Yorkers.

With our community partners, we use a **Collective Impact Approach**:
JOIN US

UWNYC invites you to join our Volunteerism Program and become part of our strategic solution.

Build Your Team  •  Elevate your Corporate Community  •  Enhance Employee Morale

How to Sign Up!

Step 1: Submit your Request
Check out our online calendar of available opportunities at unitedwaynyc.org/pages/volunteer-calendar. To organize a custom activity for your team, please visit action.unitedwaynyc.org/page/s/volunteer. Our volunteerism team handles each request with quality customer service, so please be sure to submit your request a minimum of 4–6 weeks before your desired project date. Please allow at least 8 weeks of planning for multiple projects or large-scale events.

Step 2: Confirm
Once our volunteerism team matches you with an activity, we will coordinate with you and the appropriate community-based partner(s) to develop and confirm the project, serving as liaison throughout to ensure your volunteer day is well organized.

Step 3: Recruit
Assign a company team leader to communicate volunteer assignments, details about the project, clothing recommendations, directions, etc. to employees. Be sure to recruit the number of volunteers needed for your particular project!

Step 4: Complete your Project
Have fun with your colleagues while giving back to NYC! And don’t worry – a UWNYC team manager will always accompany your team at the project site.
HANDS-ON VOLUNTEERING

Meal Preparation and Service
Approximately 1.4 million New Yorkers don’t know from where their next meal will come. Through our network of emergency food providers in the Hunger Prevention & Nutrition Assistance Program (HPNAP) and the Emergency Food & Shelter Program (EFSP), we ensure that those in need have access to healthy and nutritious meals. Volunteers will assist in preparing and serving meals to individuals at one of these community kitchens.

Teams of 5–20 ● Community event ● $25 per person

Urban Gardening
Many low-income New Yorkers live in “food deserts”—neighborhoods with virtually no access to fresh fruits and vegetables. In an effort to address this, UWNYC launched its Urban Farms initiative to provide fresh produce where it is desperately needed to educate people on the importance of eating fruits and vegetables and to unite neighbors around an initiative that benefits the whole community. A typical urban farm provides approximately 1,200 pounds of fresh produce to its community each growing season. Volunteers will help build or revitalize one of these community gardens with activities such as planting, harvesting, composting, mulching and weeding.

Teams of 5–15 ● Community event ● $40 per person + additional material costs

Food Pantry Assistance
In New York City, 2.6 million people regularly have trouble affording food. Through Hunger Prevention & Nutrition Assistance Program (HPNAP) and the Emergency Food & Shelter Program (EFSP), UWNYC partners with over 500 pantries around New York City to provide families with nutritious food every week. Volunteers will assist with assembling and distributing pantry bags to families visiting the pantry.

Teams of 5–20 ● Community event ● $25 per person

Packing Kits
Many of our community partners do not have sufficient funds to purchase crucial material goods needed for their clients. Corporate partners can assemble essential supply kits as an inspiring team-building activity, while bringing tangible comfort and encouragement to those in need. Kit components are purchased by UWNYC and shipped to the specified venue.

- Literacy Kits
- Basics for Babies
- Teacher Kits
- Hygiene Kits
- School Supplies
- Healthy-Snack Packs

Teams of 5–50 ● In-office event ● Team-Building ● $40 per person + kit costs
Sorting Donations

UWNYC’s nonprofit partners often receive high-volume donations and need extra hands to sort and categorize them. Volunteers play a crucial role for these organizations that may not have the capacity to get these donations out into the community. Volunteers will assist in sorting, categorizing and packing donations so that they may reach individuals in need.

Teams of 20–50  ●  Community event  ●  Team-Building  ●  $25 per person
COMMUNITY DRIVES

Back to School Donation Drive
UWNYC’s education programs focus on early-grade literacy, middle school success and high school graduation. However, many low-income families do not have sufficient funds to purchase school supplies for their children. Our corporate partners can play an important role in ensuring that all of our City’s students come to school everyday with the necessary tools to learn.

Unlimited number of participants  ●  In-office event  ●  Leadership development  ●  No additional costs

Holiday Drive
Holiday time is particularly challenging for low-income families—not only do they have to figure out basic needs but there is added pressure to purchase gifts. Our corporate partners can play an important role in ensuring that all children in our Education programs receive an exciting gift during the holidays, including books, toys, and educational games.

Unlimited number of participants  ●  In-office event  ●  Leadership development  ●  No additional costs

“Being a mother of three and knowing that packing all these backpacks for needy children would make a difference in their lives (positive) was a fulfilling experience for me”
– Rashmi Patel, Wells Fargo
SKILLS-BASED VOLUNTEERING

Career Panels and Workshops
UWNYC has a long history of working with youth to ensure they are graduating high school college- and career-ready. Currently, less than 30% of students graduate from high school ready for college. Volunteers can help introduce at-risk high school students to a variety of professions and career opportunities. Students can tour corporate office settings, learn about various career paths and even get some tips on applying to college.

Teams of 5–15 ● Community or In-office event ● Skills-Building ● $40 per person

Resume Review and Mock Interviews
In New York City, 50% of individuals are at or near the poverty line and 729,000 are unemployed. UWNYC’s goal is to help financially insecure families move away from crisis situations to more stable environments. Volunteers will help prospective job seekers polish their resumes and practice their interviewing skills in a corporate setting.

Teams of 5–15 ● Community or In-office event ● Skills-Building ● $40 per person

Volunteer Tax Assistance
1 in 3 families in New York City do not have savings set aside for use in emergencies. The federal Earned Income Tax Credit (EITC) program provides substantial financial benefits to America’s working poor. Unfortunately, many New Yorkers who qualify do not apply because they don’t know about the program, don’t know how to apply or are intimidated by the process. Volunteers who want to put their professional skills to use will be trained to provide free tax preparation for low-income New Yorkers to determine their eligibility for the EITC.

Individual opportunity ● Community event ● Skills-Building ● No additional costs
**BoardServeNYC**

BoardServeNYC offers you the opportunity to take volunteerism to the next level by serving on a nonprofit board, which includes donating your time and professional expertise in service to the community. UWNYC’s BoardServeNYC initiative can help you acquire the skills and knowledge needed to serve as an effective board member. Participants are selected through an application process and once accepted, attend a one-day training session, where they learn about the New York City nonprofit sector, the roles and responsibilities of nonprofit boards and how to evaluate potential board service opportunities. After completing the training, candidates are introduced to local nonprofits that are actively recruiting board members. For more information, visit [www.boardservenyc.org](http://www.boardservenyc.org).

Individual or group opportunity  ●  Skills-Building  ●  Leadership development  ●  $100 per person

BoardServe+ is an exclusive, customizable program to teach the fundamentals of nonprofit board service for UWNYC corporate partners. This program is ideal for companies who want to give employees the opportunity to deepen their impact on some of New York City’s most challenging issues. Custom BoardServe+ trainings are available on-site at company offices and can range between 2–6 hours for up to 40 employees. Please contact your account executive for more information.
Women's Leadership Council

The Women’s Leadership Council (WLC), a key network of accomplished women, helps UWNYC improve the lives of New Yorkers. These talented women advocate, fundraise and volunteer to solve issues facing our most deserving neighbors. WLC members enjoy many benefits throughout the year, including invitations to exclusive events, quarterly organization updates, unique volunteer and site-visit opportunities, educational learning opportunities and access to a network of committed and passionate philanthropists. For more information, visit [www.unitedwaynyc.org/wlc](http://www.unitedwaynyc.org/wlc).

Individual opportunity  ●  Leadership development  ●  Minimum donation of $1,000 required

Young Leaders Council

The Young Leaders Council (YLC) brings the passion and philanthropic power of young professionals together to transform New York City. The YLC provides robust opportunities to connect community-driven 20 and 30-somethings that are eager to lead their peers, fundraise and advocate on behalf of low-income New Yorkers. YLC Members enjoy exclusive benefits, including fun, social gatherings, invitations to events, on-the-ground volunteerism and illuminating professional development happenings. For more information, visit [www.unitedwaynyc.org/ylc](http://www.unitedwaynyc.org/ylc).

Individual opportunity  ●  Leadership development  ●  Minimum donation of $100 required
With the support of volunteers from our corporate partners, last year we achieved big results by combining resources and expertise to impact New York City’s most vulnerable communities.

**490** Literacy kits and **790** Reading packs distributed to our ReadNYC partner schools to improve literacy skills.

**8,750** meals served and **4,550** pantry bags distributed to low-income New Yorkers to ensure that all families have access to nutritious and healthy food.

**1,958** toys and **1,272** backpacks collected and distributed to ReadNYC partner schools through our annual Back to School and Holiday Gift Drives.

**13** mock interview & resume review sessions benefited **150** job-seekers to support career readiness.

For more information, please contact your UWNYC Account Executive.

www.unitedwayofnyc.org