



## SHORTSTOP/PROGRAMA SHORTSTOP COMMUNITY VOLUNTEER FACT SHEET

TO: Persons interested in becoming community volunteers  
FROM: SHORTSTOP and Programa SHORTSTOP Staff  
SUBJECT: SHORTSTOP Homework Assignment #2 - Community Volunteer Interview

Welcome to the **Community Volunteer** aspect of the SHORTSTOP program! The purpose of the Community Volunteer assignment is to have SHORTSTOP participants meet with successful members of the community. The objective is to reinforce the advantage of a non-criminal lifestyle, emphasizing strong goal setting and good decision-making skills which lead to success.

At the end of the first class, youth are provided with a list of community volunteer contacts. They are to choose, contact, and interview someone from the list within two weeks. After choosing a prospective volunteer, the youth is to telephone and set up an appointment to meet with the volunteer, (such as yourself), at their place of business. If you cannot arrange a time to meet with the youth, it is greatly appreciated that you promptly return their call, so they can make other arrangements before their deadline.

The interview is to be done within a business setting and during regular office hours. Although a parent should attend, it is preferable they do not participate in the actual interview, but are given the opportunity to meet you and ask questions. If appropriate, a tour of your facility or office might be in order. The youth are to bring their homework book and have the volunteer date and sign the assignment #2 page as verification of the meeting. A signed and dated business card or stationery will suffice, if the book is forgotten.

This is not a job interview, but a one-to-one, non-judgmental meeting, lasting approximately 15-30 minutes. The youth should have prepared questions, but please feel free to discuss other topics. There are no expectations that volunteers take last minute appointments unless able to do so. If you encounter any problems, or have any questions, please do not hesitate to call or contact us at:

**SHORTSTOP**  
Manny Gutierrez  
(714) 480-1925 ext. 114  
mgutierrez@ocbarfoundation.org

*Your interviews will undoubtedly have a long-term effect on the youth; therefore, comments from the participants will be sent to you from time to time. Thank you in advance for participating in this important part of our program. Your time, effort, and consideration are greatly appreciated! Have fun!*