VOLUNTEER OPPORTUNITIES ON SPC CAMPUSES

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FRIENDS + PARTNERS

Volunteer Opportunities on SPC Campuses

This page is updated regularly with new volunteer opportunities. All interested applicants must be at least 16 years old to participate. Applicants are required to successfully pass a background screening.

Allstate Center

P.A.S.S. Clerk

Contact

If interested, contact Jennifer Chen to schedule an interview at 727-864-3822 or chen.jennifer@spcollege.edu. Upon department selection, you will then have an opportunity to apply for this assignment.
Preferred availability is Mon.-Fri., 8 a.m.-4 p.m. Additional background screening is required and will be handled through P.A.S.S.

Description

The Police Applicant Screening Service (P.A.S.S.) is operated by the law enforcement agencies of Pinellas County, Florida to provide candidate evaluation and background investigation services for participating employers. They are searching for self-motivated individuals who can assist with scanning highly sensitive documents. Also, faxing, sorting and filing various confidential forms. Specialized instructions dealing with Fingerprinting and Release of Information will be given prior to starting. Business casual is the preferred attire, however, jeans with no holes are accepted and strictly no flip flops. Parking is free and you are allowed to bring your own food.

Bay Pines STEM Center

Citizen Scientist / Research Assistant / Senior Research Assistant

Contact

Contact Erica Moulton at 727-344-8043 or moulton.erica@spcollege.edu to schedule an interview.

Description

The **Citizen Scientist**

1. Meets minimum age requirement of 18 years of age
2. Displays love of science, technology, engineering, math or the environment
3. Exerts the willingness to be trained properly
4. Attends required safety training

The **Research Assistant**

1. Meets minimum age requirement of 16 years of age
2. Has completed high school science and math courses or non-major college science coursework

3. Attends required safety training
4. Collects samples in the field
5. Carefully processes samples in the lab
6. Ensures equipment is safe and thoroughly cleaned
7. Assists with entering data in appropriate system

The **Senior Research Assistant**

1. Meets minimum age requirement of 18 years of age
2. Has completed college level STEM courses with field or research experience
3. Collects samples in the field
4. Carefully process samples in the lab
5. Ensures equipment is safe and thoroughly cleaned
6. Assists with entering data in appropriate system
7. Progresses to demonstrating techniques
8. Organizes field samples and develops protocols
9. Attends required safety training

Reports to
Erica Moulton, STEM Director

Length of Assignment
Varies weekly or monthly, depending on research requirements

Clearwater Campus

Lab Assistant

Contact

Contact Adam Davis at 727-791-2435 or davis.adam@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Consider assisting the Natural Science team where cutting-edge, hands-on experience is greeted by knowledgeable staff. Here you will be an integral part of lab preparation and student support. Successful completion in one or more of the following subjects, is preferred:

- General Chemistry
- Physics & Earth Science
- Organic Chemistry
- Microbiology
- Biology
- Marine Biology
- Human Anatomy & Physiology
- Oceanography
- SCUBA

Operating hours: Monday-Friday 7 a.m. - 5 p.m.

Computer Tutor & Geek Bar

Contact

Contact Contact Mary Jo Lamborn at 727-791-2925 or lamborn.maryjo@spcollege.edu to schedule an appointment. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Clearwater Learning Resources is looking for tech savvy individuals who enjoy working in a fast paced learning environment and assisting the student population with computer assignments. Microsoft Office products, various programming languages preferred (Python, Java, C#, SQL, Web Development), and troubleshooting skills are required. Volunteers chosen to work in the Geek Bar will help students download, install, and ac applications including Office 365 and lab access codes for course materials.

Math Tutor

Contact

Contact Livia Zien at 727-302-6564 or zien.Livia@spcollege.edu to schedule an appointment. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Clearwater Learning Resources is seeking highly qualified, enthusiastic individuals who are interested in tutoring students in math. Math tutors should demonstrate excellent proficiency in college level Algebra and above, have good communication skills, and enjoy working with people. Successful completion of Calculus I, II, or III and/or college level statistics is preferred. Volunteers will assist Instructional Support Specialists and help students with homework problems and test preparation.

Science Tutor

Contact

Contact Sean Lastorka at 727-791-2528 or lastorka.sean@spcollege.edu to schedule an appointment. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Clearwater Learning Resources is seeking highly qualified, enthusiastic individuals who are interested in tutoring students in science. Science tutors should demonstrate excellent proficiency in Intro to Chemistry or Anatomy & Physiology, have good communication skills, and enjoy working with people. Successful completion of Chemistry I, II, Biology I, II, or Microbiology is preferred. Volunteers will assist Instructional Support Specialists and help students with homework problems and test preparation.

Spanish Tutor

Contact

Contact Michele Laney at 727-791-2525 or laney.michele@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Clearwater Learning Resources is seeking highly qualified, enthusiastic individuals who are interested in tutoring students in Spanish. Spanish tutors must have earned at least a B in an Elementary Spanish II or equivalent course, or be a proficient native speaker. Volunteers will assist Instructional Support Specialists and help students with homework problems and test preparation.

Writing Tutor

Contact

Contact Joy Scholing at 727-791-2442 or Scholing.Joy@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

The Writing Studio is looking for volunteers who have well-defined writing skills and a desire to support student success. Writing tutors help students with essay development and class assignments through active, collaborative one-on-one consultations. Volunteers may help with brainstorming, outlining, revising, formatting, citing, or other aspects of the writing process. Knowledge of APA and MLA formatting styles, MyCourses, and basic Word skills preferred. Writing tutors must have earned at least a B in a Composition II or an equivalent course. Volunteers will assist Instructional Support Specialists and help students with homework problems and test preparation.

Visual Arts Assistant

Contact

Contact Jonathan Barnes at 727-791-5997 or barnes.jonathan@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Are you afraid of the dark? If not, then the Fine Arts Department will be pleased to gain your valuable assistance. Go ahead and hide out, but remember all work shines bright at SPC. Experience with darkroom is preferred as you aid in opening and closing the lab. Training for more specific tasks will be provided by staff. Additional tasks may include assisting in the painting studio.

Operating hours are Mon-Thur 9 a.m.-10 p.m., Fri 9 a.m.-9 p.m., Sat 9 a.m.-4 p.m.

EpiCenter

Office Assistant, Office of Admissions and Records

Contact

Contact Contact Kevin O'Keeffe at 727-341-7141 or okeeffe.kevin@spcollege.edu for more information. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

The Admissions and Records Department is in need of individuals with general office experience to assist with administrative tasks. Your experience will be full of activities due to the diverse and high demands that stem from this busy office. If you prefer to stay busy and on your toes, than Admissions and Records is the place to call home. Knowledge of general office procedures and the ability to read and communicate effectively are key to successfully fulfilling this assignment. FERPA, office and ImageNow training will be provided. Dress code is business casual and parking is free onsite. Hours of Operation: Mon-Fri 8:30 a.m.-4:30 p.m.

Administrative Assistant

Contact

Contact Giovanna Taylor at 727-791-2402 or taylor.giovanna@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

The Continuing Education (CE) Health Department is in need of persons who can assist with taking inventory of medical supplies and textbooks. The assignment includes data management and general office tasks. Must be comfortable operating a computer and working with Microsoft applications (Word, Excel & Outlook). Participants are an integral part of an active team that delivers ongoing support to CE Health administrative staff and Allied Health instructors.
Hours of Operation: Monday-Friday, 8 a.m.-4 p.m.

Leepa-Rattner Museum of Art

Docent

Contact

Contact Patti Buster at 727-712-5226 or Buster.Patti@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Leepa-Rattner Museum of Art (LRMA) is searching for enthusiastic individuals who are great communicators and have strong public speaking capabilities. Docents provide tours of the museum while educating visitors on the vast artworks within the establishment.

Front Desk/Store Clerk

Contact

Contact Beth Becker at 727-712-5227 or

becker.beth@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Leepa-Rattner Museum of Art (LRMA) is searching for interested volunteers to handle admission transactions and store sales, all while greeting guests as they enter the lively establishment. Training will be provided. Customer service and sales experience is highly preferred.

Palladium Theater

Performance Volunteer

Contact

Contact Nancy Jones at 727-302-6865 or jones.nancy@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

The Palladium hosts ongoing live performances on an irregular basis with multiple assignments like ticket taking, ushering, handing out programs while providing excellent customer service to their attendees. Training will be provided along with a tour of the building. Must be outgoing and able to walk for long periods of time including stairs. Various hours including evenings and weekends.

Seminole Campus

Math Tutor

Contact

Contact Jennifer Gregor at 727-394-6184 gregor.jennifer@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Learning Support Commons (LSC) is actively seeking volunteers to tutor students and assist professional SPC staff. Individuals must have excellent math skills in College Algebra or a higher level. Good communication skills and basic computer knowledge is preferred. Punctuality and reliability is appreciated. Recordkeeping training will be provided once selected to report, upon an interview process.
Hours of Operation: Sun. (1-5 p.m.), Mon.-Thurs. (8 a.m.-9 p.m.), Fri. (8 a.m.-3 p.m.), Sat. (10 a.m.-5 p.m.) A set schedule will be given based on volunteer's availability each semester.

Laboratory Assistant

Contact

Toby Sharp at 727-394-6934 or sharp.toby@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Get hands-on laboratory experience while assisting our friendly science lab staff. Duties will vary and may include lab set-up and equipment cleaning. Interested candidates must be 18 years of age, provide instructor reference and have completed or be enrolled in at least one science lab class. Operating hours are Monday - Friday from 9 a.m. - 5 p.m.

St. Petersburg/Gibbs Campus

International Programs Assistant

Contact

Contact Frank Jurkovic at 727-341-4735 or Jurkovic.Frank@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Center for International Programs welcome individuals who are interested in guiding students through activities and enhancing their cultural experience. You may provide assistance at international events or during office hours, Monday - Friday from 8a-5p. Persons must demonstrate great communication skills as he/she will be expected to establish and maintain good working relationships with students, staff/faculty, and general public populations.

Music Center Volunteer

Contact

Contact Opie Marc at 727-341-7984 or marc.opie@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

The Music Center is holding auditions for talented volunteers who can assist with ushering, distributing programs, collecting donations and/or cashiering. Volunteer members will have the opportunity to enjoy performances (i.e. piano, organ, Madrigalians, etc.) while supporting staff members with various duties. Training will be provided. Dress code is business casual.

Biology Lab Tutor

Contact

Contact Teresa Gaskill at 727-341-4277 or gaskill.teresa@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

The Natural Science Department is offering anyone who appreciates the science of life an opportunity to help others. This assignment includes assisting the instructor during laboratory classes and testing experiments for use in class. The candidate should have achieved a B or better in Biology courses being tutored and/or at a higher level. Participants will have first-hand support of professors and staff to assist them throughout their tutoring experience. Dress code includes closed-toe shoes and long hair tied back. Hours of Operation: Mon-Fri 8 a.m. - 5 p.m.

Chemistry, Math or Statistics Tutor

Contact

Contact Amy Kelley at 727-341-7998 or Kelley.amy@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Learning Support Commons (LSC) is seeking knowledgeable and enthusiastic Chemistry, Math and/or Statistics tutors. Tutors will work with students one-on-one and in small group formats. Math tutors will be given an assessment to measure skill level. Hours of Operation: Mon.-Thurs. (7:30 a.m.-9 p.m.), Fri. (7:30 a.m.- 4 p.m.) and Sat. (9 a.m.-1 p.m.) Location: TE Building, Room#200

Community Library Aide

Contact

Contact Sandra Gordon at 727-341-7197 or gordon.sandra@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Preferably seeking volunteers who can provide 2-3 hours/wk with flexibility on dates and times. Training will be conducted. Responsibilities include shelving books and assisting with general duties around the library. Must be able to read English, stand and/or be mobile for 2-3 hours at a time. Additionally, you should be able to gain or have basic knowledge of library systems. Library Operating Hours: Mon.-Thurs. (7:30-9 p.m.), Fri. (7:30-4 p.m.), Sat. (10 a.m.-5 p.m.) and closed on Sundays.

Laboratory Assistant

Contact

Contact Sheila Creekmore (727-341-4306, Creekmore.sheila@spcollege.edu) or Christine Conforti (727-341-4648, Conforti.christine@spcollege.edu) to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Our Natural Science Department is looking for volunteers who embrace biology and enjoy keeping things tidy? Please consider providing prep work and cleaning assistance in the labs for at least 10 to 15 hours a week. Operating Hours: Mon-Thu 7:30a-4:15p; Fri 7:30a-3:15p.

Tarpon Springs Campus

Math Tutor

Contact

Contact Lisa James at 727-712-5728 or james.lisa@spcollege.edu to schedule an interview.

Description

Contact

Contact Lisa James at 727-712-5728 or James.Lisa@spcollege.edu to schedule an interview.

Purpose

This position supports the Mathematical Department by helping students of St. Petersburg College obtain academic success in math.

Location

The assignment is conducted in the BB Building, Room#020E.

Key Responsibilities

1. Displays proficiency in higher level math, which may/may not include liberal arts math sequence or statistics
2. Assists a student in developing a better understanding of math assignments
3. Provides positive feedback and encourages the student's focus on applicable subject matter
4. Utilizes proper mathematical vocabulary
5. Conducts oneself in a professional manner through interactions with students, staff and faculty

Reports to

Lisa James

Length of Assignment

Varies between Monday – Thursday, 8:30am – 7:00pm

LSC Tutors

Contact

Contact Ethan Hart at 727-712-5728 or hart.ethan@spcollege.edu to schedule an interview. Upon department selection, you will then have an opportunity to apply for this assignment.

Description

Learning Support Commons (LSC) is actively seeking volunteers to tutor students and assist professional SPC staff in various subjects (Math, Science, Spanish, Accounting, Computers or Writing) throughout a semester.

Individuals are expected to maintain and utilize resources, equipment and materials while directing students to supplementary programs under the guidance of SPC staff. Patience, tolerance, good humor, and reliability is appreciated! Effective communication and exceptional listening skills are preferred. On-the-job coaching and tutoring strategies videos will be provided once selected to report upon interview process. A set schedule will be given based on volunteer's availability each semester. Hours of Operation: Mon.-Thurs. (7:30 a.m.-9 p.m.), Fri. (7:30 a.m.-4 p.m), Sun. (Noon-7 p.m.).

St. Petersburg College
P.O. Box 13489
St. Petersburg, FL
33733-3489
727-341-4772

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