

**Job Description for Special Projects Volunteer (SPV)**  
**The Aurora Center for Advocacy & Education**  
**University of Minnesota –Twin Cities**

**Title: Special Projects Volunteer**

**Requirements:**

- Interest in working in the anti-sexual assault and anti-relationship violence movements
- Initial training of no less than six hours (usually in June)
- Understanding of sexual violence as a social justice model and one form of oppression with connections between sexism, racism, classism, homophobia, heterosexism, and ableism to violence
- Successful completion of training requirements
- Commitment to volunteer through the summer and the following semester
- Commitment to uphold the volunteer agreement made with TAC
- Mandatory once a month meetings/in-service trainings September-November
- Ability to conduct oneself in a professional and ethical manner, including respect and maintaining healthy boundaries
- Adherence to strict policy of confidentiality
- Closure on any issues/victimization related to sexual assault, relationship violence, or stalking
- Cannot date or have an intimate relationship with clients that you advocate for at TAC

**Duties:**

- Desire and ability to assist TAC in spreading information about its resources
- Ability to volunteer during the following summer particularly Orientation tabling daily through the months of June & July and some days in August. (Monday-Thursday, 8:00 AM)
- Be available to extend outreach on behalf of TAC by tabling for specific events sponsored by TAC, such as at a display tables at Coffman, tabling for a Domestic Violence Awareness Month (DVAM) or Sexual Assault Awareness Month (SAAM) event, in response to requests from U of M or broader community like Welcome Week, activities fairs and other individual requests during fall semester
- Coordinate work on 3 panels for Paint the Bridge
- Prepare for and represent TAC in the Office for Student Affairs section of the Homecoming Parade

**Opportunities:**

- Help with projects like button making, distributing fliers, chalking sidewalks, developing outreach materials as requested
- Help in the office when needed with tasks to be identified
- Opportunity to create your own special project with supervision of Volunteer Coordinator
- Act as ally to survivors of violence within your circles of influence
- Consider further training to become a Violence Prevention Educator or Direct Service Advocate

**Report to:** Staff of The Aurora Center