# Behind the Scenes Volunteer

## About DGCKids

DGCKids helps children who are blind or have a visual impairment build the skills, confidence, and connections to thrive alongside their families and community. We're one of only three organizations in Missouri focused solely on this work, and the only nonprofit in St. Louis supporting them and their families from birth through high school graduation.

## Who We're Looking For

We are looking for reliable, enthusiastic individuals to help us with essential behind-the-scenes tasks. Whether you enjoy organizing, working outdoors, or keeping things tidy, we have a place for you!

## What You'll Be Doing

Below are some examples of common tasks, though there are countless ways to support DGCKids. If you have other ideas that align with your unique talents and interests, we'd love to discuss them with you!

- **Administrative Assistance**: Create packets for our Vision Screening program, maintain our lending library, and assist with data entry, and mailings.
- **Classroom Decoration + Prep**: Prepare and decorate classrooms for events, programs, or regular activities. This may include setting up furniture, arranging materials, putting up decorations, and ensuring the space is welcoming and ready for use.
- **Outdoor + Facilities Support**: Help keep our space safe, functional, and welcoming. Assist with light landscaping, organizing storage areas, and small handyman tasks such as hanging bulletin boards or signage, assembling furniture, minor repairs, or touch-up painting.
- **Cleaning + Organization**: Ensure that toys and surfaces used by our littlest ones are clean and sanitized. Keep the office tidy, restock supplies, and help set up workspaces for meetings and events.
- **Event Prep**: Assist with sorting t-shirts, creating name tags, assembling registration packets, stuffing goodie bags, organizing supplies, prepping materials like signage, handouts, or crafts, transporting supplies, and packing or organizing materials before and after the event.

**To sign up, visit www.dgckids.org/support-us/volunteer/ or scan**
**Questions? Email Anne at volunteer@dgckids.org**