

**Illinois Coalition for Immigrant and Refugee Rights
-New Americans Initiative-
Volunteer Description**

Title: Logistics Volunteer

About the Illinois Coalition for Immigrant and Refugee Rights and the New Americans Initiative: The Illinois Coalition for Immigrant & Refugee Rights (ICIRR) is a coalition of more than 130 organizations and agencies that works through its membership to organize, train leaders, and build power with immigrants and refugees. The New Americans Initiative (NAI) is a **coordinated Citizenship Education/ Mobilization Campaign**. The NAI distributes grants to community-based organizations that help immigrants naturalize through outreach, citizenship preparation classes, and legal services. The NAI is intended to establish a trusting relationship between community-based organizations and legal permanent residents to successfully pursue citizenship and become engaged in civic life in the state of Illinois.

Description of Volunteer Position:

There are multiple logistical volunteer stations, all volunteers will be training on all these stations as you will be in rotating roles, if necessary.

Registration Volunteers: Register participants into the workshop. Check for basic requirements to participate in workshop. Volunteer will also provide participants intake folder.

“Copy” Volunteers: Make copies of documents as needed by legal or N-400 volunteers

Floor Management: Direct applicants at the workshop from station to station according to the number the applicant received at the registration table. This also includes signage creation to direct participants to appropriate workshop location.

Qualifications:

- Be at least 18 years of age.
- Bilingual (Preferred not required)
- Follows Directions Well
- Passionate About Helping the Community

Requirements- Citizenship workshops happen on Saturday

- First time volunteers: Training for your post will happen on site the day of the workshop.
- Be able to volunteer on a given Saturday for about 4 hours (9am-1pm)

To apply for this volunteer opportunity please fill out the following form: <http://bit.do/nai-icirr>

If you have any questions please contact Dagmara Avelar at davelar@icirr.org with the subject line “Logistics Volunteer Inquiry”