COMMUNITY WORK SERVICES DIRECTORY

Alabama Center for Law and Civic Education

Cumberland School of Law, 800 Lakeshore Drive, Birmingham, AL 35229 Website: www.aclce.org Contact Person: Alan Stevens at (205) 726-2784 or asteven4@samford.edu (updated 9/01/17)

Mission: Our mission is to educate young citizens in civic knowledge, skills and responsibilities by providing resources in law related educational materials to middle and high school students, teachers and other resource personnel.

Job Description: FWS duties may include assisting with phone coverage, planning for events, preparing resources, helping with event set-up, contacting participants, identifying resources, and recruiting participants.

<u>Alabama Possible</u>

1016 19th Street South, Birmingham, AL 35205 Website: www.alabamapossible.org

Contact Person: Jeanine Oliver at (205) 939-1408 or joliver@alabamapossible.org (updated 09/01/17)

Mission: The mission of the Alabama Possible is to remove barriers to prosperity in Alabama through education, collaboration and advocacy..

Job Description: FWS jobs may include college access student assistant; poverty education student assistant; general office student assistant.

Aldridge Botanical Gardens

3530 Lorna Road, Hoover, AL 35216 Website: www.aldridgegardens.com (updated 9/01/14)

Mission: Aldridge Botanical Gardens is a 30-acre public botanical garden in the heart of Hoover. Our mission is to be a venue for visitors to experience how nature and art can work for the mutual benefit of both.

Job Description: FWS jobs may include working closely with Education Director, Executive Director, Volunteer Coordinator and Membership Director. Learn non-profit organization processes.

Aletheia House

201 West Finley Avenue 35204 website: www.specialkindofcaring.org
Contact Person: Francis Condesson at (205) 270, 2000, esanderson @specialkindofcaring.

Contact Person: Emuni Sanderson at (205)279-3999 esanderson@specialkindofcaring.org (updated 9/13/12)

Mission: The mission of Aletheia House is to empower individuals of low income with the skills and values they need to be responsible for their own well-being.

Job Description: FWS jobs may include Residential Aide and clerical positions.

America Reads and Counts

Financial Aid Office, Samford University, 800 Lakeshore Drive, Birmingham, AL 35229

Contact Person: Patty Roark at (205) 726-2905 or (800) 888-7245 or proark@samford.edu (Updated 9/01/17)

The mission of the *America Reads Program* is to insure that every child (grades K-3) can read well and independently by the end of the third grade. The mission of the *America Counts Program* is to help students (K-9) through the ninth grade in developing and building strong mathematical skills. FWS job opportunities are available to qualified students. While students may work at any area over-the-mountain, rural or inner city schools, Samford University coordinates mainly with the Homewood school system in finding locations for federal work-study students to be placed as reading or math tutors. (*Updated 9/01/2017*)

Arc of Jefferson County

215 21st Avenue South, Birmingham, AL 35205 <u>www.arcofjeff.com</u>
Contact Person: Wanda Williams at (205) 705-1850 or wwilliams@arcofjeff.com (updated 9/06/15)

Mission: The ARC of Jefferson County advocates for the rights and full participation of all children and adults with intellectual and developmental disabilities. Together with our network of members and affiliated chapters, we improve systems of supports and services, connect families, inspire communities and influence public policy.

Job Description: FWS jobs include assisting with the training of adults with intellectual and developmental disabilities as well as collaborating with the development office with press releases, public relations, media relations and marketing.

Bell Center for Early Intervention

1700 29th Court South, Birmingham, AL 35209 Website: www.thebellcenter.org Contact Person: Jeannie Colquett at (205) 879-3417 or jcolquett@thebellcenter.org (updated 9/01/17)

Mission: The mission of the Bell Center for Early Intervention is to maximize the potential of children birth to three who are at risk for developmental delay.

Job Description: FWS jobs may include: working with individual children, clerical duties, assisting with fundraising, assisting office staff, assisting therapy staff, making materials for classrooms, other related tasks.

Better Basics, Inc.

211 Summit Pkwy, Ste. 108, Birmingham, AL 35209 www.betterbasics.org (updated 9/01/15)

Contact Person: Bill Harris at (205) 944-2928 ex 311 or bharris@betterbasics.org (updated 9/01/15)

Mission: The mission of Better Basics is to make a positive difference in the lives of children and their families by advancing literacy through enrichment and intervention programs.

Job Description: FWS jobs may include: 1) After school aid 2) Public relations and Development Assistant 3) Program Assistant – Enrichment 4) Program Assistant – Intervention

Big Brothers Big Sisters of Birmingham

1901 14th Avenue South, Birmingham, AL 35205 <u>www.bbbsbhm.org</u> Contact Person: Sue Johnson at (205) 939-5590 or <u>sjohnson@bbbsbhm.org</u> (*Updated 9/01/17*)



Mission: The mission of BBBS of Birmingham is to provide children facing adversity with strong and enduring, professionally supported one to one relationships that change their lives forever.

Job Description: FWS job opportunities include assistance in the Development Department, fundraising data entry, United Way agency fairs and presentations, organize grant files, assist with fundraising calls, mailings, events, etc.

Birmingham AIDS Outreach

P.O. Box 550070, Birmingham, AL 35255

205 32nd Street South, Birmingham, AL 35233 Website: www.birminghamAIDSoutreach.org (Updated 9/01/16)

Mission: The mission of Birmingham Aids Outreach is to enhance the quality of life for people and families living with HIV/AIDS and to prevent further spread of the disease through age appropriate prevention education programs.

Job Description: Students will provide clerical office assistance, assisting clients with carrying groceries or nutritional supplements, special events help, clothing closet help and other tasks as they arise.

The Birmingham Baptist Association Website: www.metrochangers.org

--Metro Changers

750 Montclair Road, Birmingham, AL 35213

Contact Person: Butch Henderson at (205)908-8722 or butch@metrochangers.org (Updated 9/06/16)

Mission: Metro Changers exists to show the love of Christ and eliminate sub-standard housing for low to moderate income homeowners through home repairs.

Metro Changers has an agreement with the Office of Community Development for the city of Birmingham. This is a great model to show how a government agency and a faith-based non-profit can work together for the good of individuals and the community.

Job Description: Tasks are, but not limited to, light construction work such as painting and landscaping, assisting in building accessibility ramps, and administrative support. Specific responsibilities will be determined as the project moves forward.

<u>The Birmingham Baptist Association</u> Website: <u>www.bbaonline.org/remedy</u> <u>--Impact Coalition</u>

750 Montclair Road, Birmingham, AL 35213

Contact Person: Sammy Campbell at (205)948-4805 or servingutoo@gmail.com (Updated 9/06/16)

Mission: Our mission is to facilitate churches working together and to supply food to the needy.

Job Description: FWS jobs may include administrative and distribution of food.

Birmingham Botanical Gardens (Friends of the Birmingham Botanical Gardens)

2612 Lane Park Road, Birmingham, AL 35223 Website: www.bbgardens.org

Contact Person: Alice Moore at (205) 414-3950 or AMoore@bbgardens.org (Updated 09/01/17)

Mission: To collect, educate, and inspire people about plants and the environment and to raise money and administer resources for these purposes.

Job Description: FWS jobs may include Gardening, office work, special event fundraisers, education programming.

Birmingham Civil Rights Institute

520 Sixteenth Street North, Birmingham, AL 35203 Website: www.bcri.org

Contact Person: Carol Wells at (205) 328-9696 Ext. 227 or cwells@bcri.org (Updated 09/01/17)

Mission: T enlighten each generation about civil and human rights by accepting our common past and working together in the present to build a better future.

Job Description: FWS jobs include 1) Finance Office Assistant 2) Education Assistant 3) Development Assistant. Students will provide clerical and financial help. Also, may serve as Gallery Assistants greeting visitors and helping with crowd flow.

Birmingham Museum of Art

2000 Rev. Abraham Woods Jr. Blvd, Birmingham, AL 35203 www.artsbma.org (Updated 9/03/17)

Mission: The mission of the Birmingham Museum of Art is to spark the creativity, imagination and liveliness of Birmingham by connecting all its citizens to the experience, meaning and joy of art.

Job Description: FWS jobs include administrative work such as mailings, spreadsheets and filing/organizing, preparing studio supplies for art activities and replenishing supplies in the galleries.

Birmingham Zoo

2630 Cahaba Road, Birmingham, AL 35223 www.birminghamzoo.com
Contact: Volunteer Department at (205) 397-3863 or wolunteer@birminghamzoo.com (Updated 09/15/17)

Mission: The mission of the Birmingham Zoo is to inspire passion for the natural world through innovative, educational programming that utilizes the Zoo's resources.

Job Description: FWS jobs may include assisting in the daily operations of the education department including the on-grounds interpretation and assisting educators during classes.

Brother Bryan Mission

1616 2nd Avenue North, Birmingham, AL 35203 <u>www.brotherbryanmission.com</u> Contact Person: Brian Keen at (205) 322-0092 or <u>bkeen@bbmission.com</u> (Updated 9/09/17)



Mission: The mission of the Brother Bryan Mission is to glorify the Lord Jesus Christ by providing for the physical, emotional and spiritual needs of economically and spiritually impoverished men of the Birmingham area,

Job Description: FWS job opportunities include clerical work; sorting/stacking of donations; marketing intern; food service assistant; driver; donation acquisition.

<u>Campfire USA – Links Up Mentoring</u>

106 Oxmoor Road, Suite 152, Birmingham, AL 35209 www.campfire-al.org Contact Person: Gina Weaver at (205) 324-2434 or gweaver@campfire-al.org (Updated 9/09/13)



Mission: The mission of Camp Fire is to build caring, confident youth and future leaders.

Job Description: FWS job opportunities include office/clerical work – excel, Microsoft. Planning and leading lesson plans, mentoring groups of elementary and middle school youth.

Children's (Hospital) Health Systems

1600 7th Avenue South, Birmingham, AL 35233 website: www.childrensal.org Contact Person: Pam Meisler at (205) 638-9663 or pam.meisler@childrensal.org (Updated 9/01/16)

Children are the center of our lives



Mission: The mission of Children's Hospital is to provide the finest pediatric health services to all children in an environment that fosters excellence in research and medical education. Our goal is to put out hearts to work to enhance the services of this mission by serving the children, families and visitors with respect, love and compassion.

Job Description: FWS job opportunities include clinical assignment. Students must go through Volunteer Training which includes an information session, interview, background check and drug screen, and orientation. This process may take as long as 45 days before service could begin.

Note: We usually take 2 to 3 work/study students. The students must meet the requirements of all college student volunteers. These can be found on the website under ways to give.

Crisis Center, INC.

3600 8th Avenue South, Suite 501, Birmingham, AL 35222 www.crisiscenterbham.com (Updated 9/01/17)

Mission: The mission of Crisis Center, Inc. is to serve the unmet needs of people experiencing personal crisis or mental health issues and respond with services that promote coping, emotional health and well-being.



Job Description: 1) Greet clients and guests as they arrive to the facility.

2) Complete administrative tasks to support the work of the center. 3)

Assist with the implementation of meetings, trainings and events sponsored by the center. 4) Answer incoming calls on the Crisis and Suicide Line, if interested (if so, extensive training will be given). 5) Assist with communication (mass mailings, newsletters, etc.) from the Crisis Center to volunteers, community partners, consumers, etc. 6) Other work duties that support the specific interests and goals of the selected student(s

The Dance Foundation

1715 27th Court South, Birmingham, AL 35209 <u>www.childrensdancefoundation.org</u> Contact Person: Diane Litsey at (205)870-0073 or <u>diane@thedancefoundation.org</u> (*Updated 9/01/17*)

Mission: Our mission is to provide comprehensive dance education for all, enriching the spirit, enlivening the imagination and celebrating community.

Job Description: FWS jobs include administrative support for marketing and fundraising.

The Exceptional Foundation

1616 Oxmoor Road, Birmingham, AL 35209 Website: www.exceptionalfoundation.org

Contact Person: Rebecca Brown at (205) 870-0776 or rbrown@exceptionalfoundation.org (Updated 09/01/17)

Mission: Our mission is to meet the social and recreational needs of the mentally and/or physically challenged population of the greater Birmingham area.

Job Description: FWS jobs include assisting our staff with the daily activities designed to insure our participants engage in socialization while they are here. Jobs and internships are similar but more hands-on.

Family Court of Jefferson County

120 2nd Court North, Birmingham, AL 35204 Website: www.jeffrconline.jccal.org

Contact Person: Beverly Alldredge at (205)264-8127 or alldredgeb@jccal.org (Updated 9/03/17)

Mission: The mission of this agency is to achieve excellence by providing services for the positive development of children, the safety of the community and the preservation of the family unit. We strive to equally and fairly apply the law in such a manner as to serve the best interest of the child and to enhance the quality of life for all the citizens of Jefferson County. We seek to serve the community by assisting children and families in need and to protect the community by administering individual justice.

Job Description: FWS jobs may include case management, courtroom support and administrative assistant.

Full Life Ahead Foundation

2908 Clairmont Avenue South, Birmingham, AL 35207 Website: FullLifeAhead.org
Contact Person: Tammy Moore at (205) 261-1235 or TammyMoore@FullLifeAheard.org (updated 09/01/17)

Mission: To connect people with their dream then connect them to the resources to make that dream a reality. Our vision: Helping people with disabilities live the most independent and productive life possible.

Job Description: FWS jobs may include general administrative duties, event and training planning, preparation and implementation of Full Life Ahead Family Workshop Retreat Weekends.

Greater Birmingham Humane Society

300 Snow Drive, Birmingham, AL 35209 Website: www.gbhs.org Contact Person: Courtney Underwood at (205) 397-8533 or cunderwood@gbhs.org (Updated 09/03/17)



Mission: The mission of the Greater Birmingham Humane Society is to promote the humane treatment of animals and people through education, advocacy and services.

Job Description: FWS job opportunities include assisting with various administrative duties in the community engagement department, interacting and assisting with various shelter duties.

Habitat for Humanity of Greater Birmingham

4408 Lloyd Noland Parkway, Fairfield, AL 35064 Website: www.habitatbirmingham.org

Contact Person: Cassie Brooks at (205) 780-1234 ext. 321 or cbrooks@habitatbirmingham.org (Updated 9/03/15)

Mission: The mission of Habitat for Humanity is seeking to put God's love into action, we bring people together to build homes, communities and hope.

Job Description: FWS intern opportunities may include assisting with communications and publications, working with volunteers, social media, basic accounting and non-profit management.

Impact Family Counseling

1000 24th Street, Birmingham, Alabama 35205 Website: www.impactal.org
Contact Person: Cheri Hunter at (205) 916-0123 or CH@ImpactAL.org (Updated 9/09/13)

Mission: The mission of Impact Family Counseling is to use Christian principles to build strong families, support children and empower individuals.

Job Description: FWS job opportunities include administrative/clerical duties.

Lakeshore Foundation

4000 Ridgeway Drive, Birmingham, AL 35209 Website: www.lakeshore.org Contact Person: Amy Belcher at (205)313-7432 or amybel@lakeshore.org (Updated 9/09/16)

Mission: Our mission is to enable people with physical disability and chronic health conditions to lead healthy, active and independent lifestyles through physical activity, sport recreation, advocacy, policy and research.

Job Description: Front desk assistant duties include greeting members and guests, ensuring they are scanned in properly, interacting with members and visitors in the lobby, assisting staff with filing, answering telephone, directing members & guests to their desired location, giving tours of the facility to prospective members or visitors

Magic City Choral

205 32nd Street South, Birmingham, AL 35233 www.MagicCityChoralSociety.org Contact Person: Dr. Joseph Paul Dease at 205-542-5738 or <u>paul.dease@mccsbham.org</u> (updated 9/3/15)

Mission: Our mission is to cultivate an inclusive community of singers and supporters united in the performance of choral music that educates, entertains, and inspires.

Job Description: General administration of the organization and/or specific projects such as: fundraising, grant writing, bookkeeping (music library or Quickbooks), and marketing (graphic design, press releases, copy editing, website administration, social media).

McWane Science Center

200 19th Street North, Birmingham, AL 35203 <u>www.mcwane.org</u> Contact Person: Peggy Chowning at (205) 714-8351 or <u>pchowning@mcwane.org</u> (*Updated 9/01/16*)

Mission: The mission of the McWane Center is to change lives through science and wonder – we strive each day to inspire an appreciation and understanding of science and to create a community of critical thinkers and problem solvers.

Job Description: FWS jobs include: Science presenter; interact with visitors on the museum floors; provide exhibit interpretation; small scale science demonstrations

Ministry Center at Green Springs

2230 Green Springs Hwy., Birmingham, AL 35205 www.mcgsonline.org (Updated 9/3/17) Contact Person: Ray J. Flynn at 205-979-8633 or rfly43@mindspring.com

Mission: Dedicated to offering resources to the poor and the surrounding multicultural communities in a way that will improve their lives; to be the presence of Jesus Christ in the lives of those we serve.

Job Description: FWS jobs include administrative and service duties.

Mission Birmingham

P.O. Box 12824, Birmingham, AL 35202 Website: www.bbaonline.org/greensprings Contact Person: Kevin Moore at (205) 281-7753 or kmoore@missionbirmingham.org (Updated 9/01/16)

Mission: Our mission is to bring leaders together to create partnerships and strategies that mobilize the church to advance the Kingdom in our community.

Job Description: Federal work study students could be involved in varying tasks including web research, clerical, public relations and marketing, planning and executing events, connecting with our constituency and web development and maintenance.

M-Power Ministries

4022 4th Avenue South, Birmingham, AL 35222 www.mpowerministries.org Contact Person: Anita Wilson at (205) 595-5959 ex 213 or anita.wilson@mpowerminstries.org (Updated 9/01/17)



Mission: God desires the wholeness of all people. Therefore, M-Power exists to help people develop the tools to break

Job Description: General office duties including data entry, supporting Health Center, Front Desk and Education Center Staff.

NorthStar Youth Ministries

700 8th Avenue West, Birmingham, AL 35204 Website: www.northstarsoccerministries.org Contact Person: Paul Neville at (205) 322-9296 or pneville@northstaryouthministries.org (Updated 9/09/17)

Mission: The mission of the NorthStar Youth Ministries is to help youth find their direction through educational enrichment, team sports and physical fitness, and spiritual/life mentoring mainly youth in the western Birmingham area.

Job Description: FWS job opportunities includes: tutoring program coordinator and tutors, music/arts program coordinator, music instructor, soccer coach, horticulture coordinator, facility manager, bookkeeper/administrative assistance.

Norwood Resource Center

1501 27th Street North, Birmingham, AL 35234 Website: www.norwoodresourcecenter
Contact Person: Ray Anderson at (205)322-7361 or randerson@nrcinc.org (Updated 9/01/15)

Mission: The mission of Norwood Resource Center is to provide effective information and educational activities and services that improve the quality of life in the Norwood community.

Job Description: FWS jobs include assisting in program operations at our Junior Master Gardener Program serving in our Market Program and also serving in our marketing and social media campaigns.

Opera Birmingham/ Birmingham Music Cooperative

3601 Sixth Avenue South, Birmingham, AL 35222 www.operabirmingham.org (Updated 9/01/17)

Mission: Our mission is to stage the finest operatic productions, developing talent through competition and exposure to major artists, and promoting the operatic art form through community-wide educational outreach.

Job Description: FWS opportunities include a variety of projects, some of which will be ongoing throughout the year and some which may be for a specific period of time. These may include database clean up, box office duties, archive files, mailings, program books and marketing projects.

Passport, Inc.

3421 Sierra Drive, Birmingham, Al 35216 Website: www.passportcamps.org Contact Person: Scott Ford at (205) 822-1990 or scott@passportcamps.org (Updated 9/03/17)

Mission: Passport, Inc. is a national non-profit student ministry empowering students to encounter Christ, embrace community, and extend grace to the world.

Job Description: FWS will assist with a variety of tasks and projects depending on their areas of interest and their availability around their class schedule. Duties can include creative development, non-profit management, staff recruiting, graphic design, marketing or warehouse work. Passport can be very flexible around a student's schedule.

Ruffner Mountain Nature Preserve

1214 81st Street South, Birmingham, AL 35206 Website: www.ruffnermountain.org (Updated 9/01/17)

Mission: The mission of Ruffner Mountain Nature Preserve is to advance the understanding of ecology in a rapidly changing world.

Job Description: FWS jobs will include working as a Conservation Assistant. Duties may include forest assessment, invasive removal, greenhouse work, and/or field-work using GPS, compass, etc.

Sav-a-Life

1480 McGuire Road, Vestavia Hills, AL 35216 Website: www.savalife.org Contact Person: Alison Funk at (205) 979-0434 or alisonfunk@savalife.org (Updated 9/01/16)



Mission: The mission of Sav-a-Life is to help men and women embrace the truth of God's word as they make life-affirming decisions about their unborn child.

Job Description: Job opportunities include clerical; receptionist; data entry; filing; medical clinic assistant (for pre-nursing or nursing students)-obtain weight & vital signs, maintain patient confidentiality. Students must complete a volunteer application/confidentiality agreement

Sight Savers America

337 Business Circle, Pelham, AL 35124 <u>www.sightsaversamerica.org</u>
Contact Person: DeeDee Sparks at (205)942-2627 ext 209 or <u>Dsparks@sightsaversamerica.org</u> (updated 9/01/14)

Mission: To ensure that all children have the care and vision aids to attain their best possible vision.

Job Description: Assistant Case Specialist positions – Make calls to parents/guardians on child referrals from the State K-2-4 program of vision screenings as well as other vision referral sources to help assist our Case Specialists.

Southern Museum Of Flight

4343 73rd Street North, Birmingham, AL 35206 <u>www.southernmuseumofflight.org</u>
Contact Person: Brian Barsanti at (205) 833-8226 or <u>brian.barsanti@birminghamal.gov</u> (Updated 9/13/12)

Mission: The Southern Museum of Flight is dedicated to preserving the rich stories of Southern Aviation while providing exciting, interactive educational programming for people of all ages. Through collaborative partnerships with the community, the Southern Museum of Flight provides a continuum of exhibitions, displays, and educational services encouraging cultural and historical literacy, aviation science and careers.

Job Description: FWS will assist the Event Manager to create event related information on public media sites; accompany Event Manager on outreach events and distributing event print information. Possible late hours during events and Saturday work may be required. Museum hours are Tuesday – Saturday, 9:30am – 4:30pm.

Space One Eleven

2409 2nd Avenue North, Birmingham, AL 35203 www.spaceoneeleven.org (updated 9/01/17) Contact Person: Cheryl Lewis (205)328-0553 or cheryllewis@spaceoneeleven.org

Mission: The mission of Space One Eleven is to provide professional opportunities for artists, create a forum for public understanding of contemporary art, and offer arts education to area youth.

Job Description: Assist with preparation for gallery exhibitions, tour visitors through gallery and explain exhibitions, general office duties including data entry, social media photographing, and marketing, greet visitors, assist in preparing for meetings, , and assist in ongoing arts education projects .

Special Equestrians

1215 Woodward Drive, Indian Springs, AL 35244 www.specialequestrians.org Contact Person: Madison Pozzo at (205) 987-9462 or volunteer@specialequest.org (updated 9/01/17)

Mission: The mission of Special Equestrians, Inc. is to provide high quality therapeutic horseback riding and equine assisted activities to persons with physical, mental, developmental and emotional disabilities.

Job Description: FWS jobs could include office assistance, horse care, data entry and event planning assistance.

United Cerebral Palsy of Greater Birmingham

120 Oslo Circle, Birmingham, AL 35211 Website: www.ucpbham.com (Updated 9/09/15)
Contact Person: Tiffany Sides at (205) 944-3919 or tsides@ucpbham.com (Updated 9/09/15)

Mission: The mission of UCP is to provide innovative services connecting people with disabilities to their communities and empowering individuals to live full and meaningful lives.

Job Description: FWS will assist with clerical/office; work with disabled adults; work with disabled and non-disabled children.

YMCA – Shades Valley

3551 Montgomery Highway, Birmingham, AL 35209 Website: www.ymcabham.org/shades-valley Contact Person: Brittany Garner at (205) 870-9622 or bgarner@ymcabham.org (Updated 9/01/17)

Mission: The mission of the Shades Valley YMCA is to put Judeo-Christian principles into practice through programs that build a healthy spirit, mind and body for all.

Job Description: FWS jobs may include scorekeeping, filing paperwork and painting fields...

YMCA – Vestavia Express

2086 Columbiana Road, Vestavia, AL 35216 Website: www.ymcabham.org/vestavia
Contact Person: Susan Becker at (205) 823-0144 or sbecker@ymcabham.org (Updated 9/01/16)

Mission: Our mission is to put Christian principles into practice through programs that build a healthy self-image and spirit for all.

Job Description: FWS jobs will include certification auditing, marketing and communication, assisting with special events, fundraising, assisting program directors with department needs (daily operations).