



## Volunteer Job Description Form

**Department/Organization:** Junior Achievement of Central Virginia

**Project Website:** [www.jatoday.org](http://www.jatoday.org)  
<https://www.juniorachievement.org/web/ja-centralva/volunteer-opportunities>

**Volunteer Job Title:** Program Volunteer

**Brief Description of Position:** Volunteers will be trained and given materials to teach “JA Classroom Programs” in 45 minute lessons focusing on financial literacy, community and entrepreneurship.

**Skills Required:** One-hour training provided. All materials provided. No special skills necessary. Volunteers should be dynamic and animated in the classroom.

**Work Site Location:** Training Center: **JA Finance Park**, 7127 W. Broad St., Richmond, VA 23294

Volunteer Locations: \* \* \* [RICHMOND PUBLIC SCHOOLS](#) \* \* \*

**J.L. Francis Elementary**, 5146 Snead Road, Richmond, VA 23224

**Westover Hills Elementary**, 1211 Jahnke Road, Richmond, VA 23225

* <b>Start Date:</b> 09/06/2016	* <b>End Date:</b> 06/16/2017		
<u>Day(s)</u>	<u>Start Time</u>	<u>End Time</u>	<u># of Volunteers Needed</u>
Monday	Varies	Varies	Varies
Tuesday	Varies	Varies	Varies
Wednesday	Varies	Varies	Varies
Thursday	Varies	Varies	Varies
Friday	Varies	Varies	Varies

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