

# **VOLUNTEER OPPORTUNITY**

(Updated: 10/2/23)

**Agency Name:** Denise Louie Education Center

**Agency Description:** Denise Louie Education Center (DLEC) is a non-profit Head Start program that provides quality, multicultural early childhood education and family support services to at-risk low-income children and families living in Seattle and its surrounding neighborhoods.

**Position Description:**

Center Volunteer: May assist with various activities, such as helping in the classroom during group activities, storytelling/reading in the classroom, art share, culture share.

Administration: Assist various departments with building of packets, mailings, annual auction, scanning documents

**Qualifications:** Patience, enthusiasm, open-mindedness, cultural sensitivity

**Days/Hours:** Generally, Monday through Thursday: 9am- 4:30pm; Friday: 9am-5pm

**Address:**

3327 Beacon Ave. S., Seattle, WA 98144

1225 E Fir St, Seattle, WA 98122

5333 15<sup>th</sup> Ave. S. Seattle, WA 98108

7101 62<sup>nd</sup> Avenue NE, Seattle, WA 98115

**Contact Person:** Vertesia Gutierrez

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**Phone:** (206) 767-8223

**Fax:** (206)260-8853

**Mailing Address (if different from physical location):**

5333 15<sup>th</sup> Avenue South, Suite 1K, Seattle, WA 98108

**Web Address:** [www.deniselouie.com](http://www.deniselouie.com)

**Application Instructions:** Complete online application via our volunteer website: [Volunteer - The Denise Louie Education Center](#)