



# JUST SERVE

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Just Serve Specialist  
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This program collaborates with area public school districts and charter/private schools to provide high volume walk-through services in community-based settings. Volunteers are needed to help direct patrons during service events.

Volunteers do not need any specific skills, but must be ages 18+ or accompanied by an adult).

Responsibilities will likely include:

Clinic Flow

- Record date and time of school arrival time (if assigned in the bus arrival area),
- Control the traffic flow during the clinic,
- Recognize and monitor the flow for steadiness and safety,
- Notify Operations Chief of any concerns or problems during the clinic,
- Coordinate clinic flow between all operations and clinical areas,
- Collaborate with transportation unit to develop a plan during the clinic,
- Identify and assign volunteers to location during the clinic,
- Develop a schedule with Operations Chief for clinic flow volunteers lunch breaks.



\*\*\*\*\*[PLEASE WATCH THIS 2 MINUTE SIGN UP TUTORIAL](#)\*\*\*\*\*

If you have **never** volunteered with See to Succeed, please register here to [volunteer](#).



If you volunteered with See to Succeed *previously*, please [log in here](#) to sign up.

To learn more about See to Succeed, watch [here](#).



**Location: Aldine Staff Development Center-**  
9999 Veterans Memorial Dr, Houston, TX 77038

**What: See to Succeed Help with clinic flow during the event**

**When: Mar 27th-31st 8am-2pm (\*\*if need to arrive after 8am, please me know\*\*) A briefing will be held at 8am for all volunteers**

**SIGN IN/OUT: You will be directed to volunteer sign-in area (\*required to sign in & out\*)**

**ATTIRE: Please wear long pants and comfortable closed-toe shoes. A light jacket, sweater or layered clothing are recommended due to varying building temperatures. You will be given a short sleeved See to Succeed t-shirt to wear during the event (if already have one, please wear it).**

**Food/Beverages: Provided on site. Vegetarian selections available. If you wish to bring your own food, please do so. Please note there will be no refrigerator/microwave to use.**

**POINT OF CONTACT: Cydney Cameron 713-385-8208**  
**PARKING: TBD**



**see to  
succeed!**

\*\*\*If you have old glasses, feel free to bring to donate\*\*\*