

RESOURCES

“The heart of a volunteer is not measured in size, but by the depth of the commitment to make a difference in the lives of others.”

-DeAnn Hollis

This section is filled with a variety of resources that volunteer administrators might find useful in their jobs.

Be sure to note the information about accessing volunteerism collections in through the Delaware Libraries Inter-Library Loan system.

In this section:

- Listing of Delaware Libraries with Volunteer Collections
- Inspirational Quotes on Volunteerism
- Directory of Conference Rooms Available for Meetings
- Volunteer Resources for youth volunteers and parents



DELAWARE HEALTH AND SOCIAL SERVICES

Division of State Service Centers State Office of Volunteerism

Governor's Commission on Community and Volunteer Service

DELAWARE LIBRARIES WITH VOLUNTEER COLLECTIONS:

Wilmington Institute and Public Library

10th and Market Street

Wilmington, DE 19801

302-571-7416

www.wilmlib.org

Dover Public Library

45 South State Street

Dover, DE 19901

302-736-7030

www.doverpubliclibrary.org

South Coastal Library

43 Kent Avenue

Bethany beach, DE 19930

302-539-5231

www.southcoastal.lib.de.us

QUOTES ON VOLUNTEERISM

*The human contribution is the essential ingredient. It is only in the giving of oneself to others that we truly live.

--Ethel Percy Andrus

*In order to motivate others, you must first become a source of motivation by yourself. It simply means that if you want to get anything done through others, you must first do it yourself.

-- Hazrat Ilyas Attar Qadri

*If just one person believes in you

Deep enough and strong enough

Believes in you hard enough and long enough

Before you knew it, someone else would think "If he can do it, I can do it"

Making it two.

Two whole people who believe in you.

And maybe even you can believe in you too.

--Robin and the Muppet Gang, from *It's Not Easy Being Green and Other Things to Consider*"

*When you volunteer it means you give yourself without any regression, without condition, but with full devotion...

*What the mind of a Man can conceive and believe, he can achieve.

*Treat people as if they were what they ought to be, and help them become what they are capable of being.

--Goethe

*Volunteers are seldom paid; not because they are worthless, but because they are PRICELESS!

--author unknown

*Never doubt that a small group of committed people can change the world. Indeed, it is the only thing that ever has.

--Margaret Mead

To find more quotes on volunteering, visit the following sites:

- The Quote Garden: <http://www.quotegarden.com/volunteer-apprec.html>
- Daily Celebrations: <http://www.dailycelebrations.com/> (search for keyword)
- Energizeinc: <http://www.energizeinc.com/reflect/quote1.html>

FACILITIES GUIDE – New Castle County

Department: Office of Management and Budget/Statewide Training Building: Carvel Building Address: 820 N. French Street, 10th Floor City: Wilmington State: DE Zip: 19801			
<u>Contact Information</u>		<u>Classroom Details</u>	
Name:	Jamie Summerfield	Capacity	Up to 30
Phone:	302-577-8977		
Fax:	302-577-7757		
Equipment: Tables and chairs, flip charts, white board, LCD display, laptop Restrictions: Reservations Required			
Department: DNREC – Parks and Recreation Building: Bellevue State Park Address: 720 Carr Road City: Wilmington State: DE Zip: 19809			
<u>Contact Information</u>		<u>Meeting Room Details</u>	
Name:	Judi Jeffers	Bellevue Hall	Up to 150
Phone:	302-761-6952	The Cauffiel House	Up to 50
Fax:	302-761-4685	Blue Ball Barn	
		Hay Room	Up to 100
		Calving Room	Up to 60
http://www.destateparks.com/bvsp/bvsp.htm			
Equipment: Bellevue and Cauffiel have overhead projection and screen; Barn rooms have state-of-the-art equipment Restrictions: Kitchen availability for use with caterers on approved list; call for rates; 20% discount for State of Delaware agencies.			
Department: Best Western Brandywine Valley Inn Address: 1807 Concord Pike City: Wilmington State: DE Zip: 19803			
<u>Contact Information</u>		<u>Classroom Details</u>	
Name:	Mary Taylor	Room:	Meeting Room
Phone:	302-656-9436	Capacity:	0 to 10
Availability:	Rentals available, parking, food and planning services.		(Video Conference – up to 20 people)
Fee:	Yes		
Restrictions:	Deposit		
Department: Brantwyn at DuPont Country Club Address: 600 Rockland Road City: Wilmington State: DE Zip: 19803			
<u>Contact Information</u>		<u>Classroom Details</u>	
Name:	Tanya Ostafy	Room:	Meeting Room
Phone:	302-654-4435	Capacity:	0 to 120 – Theater Style Seating
Availability:	Podium	Capacity:	0 to 40 and 0 to 25 – U-shaped
Equipment: Overhead projection, TV/VCR, Projector, Internet access, etc. Restrictions: Other rentals available. Deposit, cancellation policy (varies from 14 days to 6 months). Complimentary full service catering and conference facilities. Fee: Yes			

FACILITIES GUIDE – New Castle County

Department: Division of Social Services	
Address: 1715 W. 4th Street – 2nd Floor	
City: Wilmington	State: DE Zip: 19805
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Clemance Paris	Room: 1 st Floor and 2 nd Floor Rooms
Phone: 302-577-2854	Capacity: 0 to 25 and 0 to 14
Fax: 302-577-3648	<i>Thru summer 08 – then offices are moving</i>
Equipment: TV/VCR (not avail. in 1 st floor conference room)	
Restrictions: Reservations Required	
Department: Department of Health and Social Services	
Building: Emily Bissell Hospital	
Address: 3000 Newport Gap Pike (Main Bldg. 2nd Flr)	
City: Wilmington	State: DE Zip: 19803
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Helen McClure	Room: Conference Room 228
Phone: 302-995-8475	Capacity: 0 to 15
Fax: 302-995-8520	
Equipment: Screen	
Restrictions: Reservations Required	
Department: Appoquinimink State Service Center	
Address: 122 Silver Lake Road	
City: Middletown	State: DE Zip: 19709
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Tabitha Avallone	Room: Main Conference Room
Phone: 302-378-5770	Capacity: 0 to 35
Equipment: Table, Chairs, telephone	
Restrictions: Reservations Required, No Fee for State agencies	
Department: Best Western Newark	
Address: 260 Chapman Road (I95 and 273)	
City: Newark	State: DE Zip: 19702
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Pearson Williams	Room:
Phone: 302-738-3400	Capacity: 0 to 170 and 12 to 20
Availability: Parking, food and planning services, equipment rentals available	Configuration: Conference / Meeting Rooms
Equipment: Full service	
Restrictions: Reservations Required. Fee. Cancellation policy 30/60 days.	
Department: Buckley's Tavern	
Address: 5812 Kennett Pike (Rt. 52)	
City: Centerville	State: DE Zip: 19807
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Vaughn Letts	Room: 2 meeting rooms
Phone: 302-656-9776	Capacity: 0 to 24
Availability: Parking, food services	
Restrictions: Reservations Required	

FACILITIES GUIDE – New Castle County

Department: Candlelight Music Dinner Theater	
Address: 22008 Miller Road	
City: Ardentown	State: DE Zip: 19810
<u>Contact Information</u>	<u>Classroom Details</u>
Name:	Room: Conference Center, Stage
Phone: 302-475-2313	Capacity: 0 to 185
Availability: Contract rentals, parking, food services	
Restrictions: Reservations Required. Deposit, cancellation policy – 3 weeks. Fee	
Department: Christiana Hilton Inn	
Address: 100 Continental Drive	
City: Newark	State: DE Zip: 19713
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Edward O’Boyle	Room: Conf. Center, Ballroom
Phone: 302-454-1500	Capacity: 140 to 300
Availability: Rentals – AV equipment, parking, food and planning services	
Restrictions: Reservations Required. Deposit, cancellation policy – flexible. Fee	
Department: Department of Health and Social Services	
Building: Herman Holloway Campus	
Address: 1901 N. DuPont Highway	
City: New Castle	State: DE Zip: 19720
<u>Contact Information</u>	<u>Classroom Details</u>
Name: John Zuger & Dana Wise	Classrooms 1, 2 and 3
Phone: 302-255-4980	Rooms 1&2: 0 to 100
Fax: 302-255-4450	Room 3: 0 to 40
Restrictions: Overhead projection and screen, TV/VCR, Black Board. Reservations Required. Handicap accessible.	
Department: Department of Health and Social Services	
Building: Herman Holloway Campus	
Address: 1901 N. DuPont Highway	
City: New Castle	State: DE Zip: 19720
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Bernadett Conville or Cynthia Powell	Room: 105
Phone: 302-255-9390	Capacity: 0 to 10
Fax: 302-255-4445	
Restrictions: Overhead projection and screen, TV/VCR, Network Jack. Reservations Required. Handicap accessible.	

FACILITIES GUIDE – New Castle County

Department: Department of Health and Social Services		
Building: Herman Holloway Campus		
Address: 1901 N. DuPont Highway		
City: New Castle	State: DE	Zip: 19720
<u>Contact Information</u>		<u>Classroom Details</u>
Name:	Kathlene Brittingham	Room: 190
Phone:	302-255-9404	Capacity: 0 to 10
Fax:	302-255-4427	
Restrictions: Computer. Reservations Required. Handicap accessible.		
Department: Department of Health and Social Services		
Building: Herman Holloway Campus		
Address: 1901 N. DuPont Highway		
City: New Castle	State: DE	Zip: 19720
<u>Contact Information</u>		<u>Classroom Details</u>
Name:	Pam Grier–Lugo or Candy Ting	Room: 198 0 to 25
Phone:	302-255-9993	Room: 199 0 to 8
Fax:	302-255-4482	Room: 301 0 to 30
Restrictions: Computer, TV/VCR, White Board, Network Jack, Screen. Reservations Required. Handicap accessible.		
Department: Hudson State Service Center		
Address: 501 Ogletown Road		
City: Newark	State: DE	Zip: 19711
<u>Contact Information</u>		<u>Classroom Details</u>
Name:	Dalva Washington	Room: 2 nd Floor – Conf Room I
Phone:	302-283-7503	Capacity: 0 to 25
Fax:	302-283-7595	
Restrictions: Reservations Required. TV/VCR, Black Board, Network Jack. Handicap accessible.		
Department: DeLaWarr State Service Center		
Address: 500 Rogers Road		
City: New Castle	State: DE	Zip: 19720
<u>Contact Information</u>		<u>Classroom Details</u>
Name:	Ivy Jones	Room: Conference Room
Phone:	302-577-2970	Capacity: 0 to 30
Fax:	302-577-5548	
Restrictions: Reservations Required. Handicap accessible		

FACILITIES GUIDE – New Castle County

Department: Division of Historical and Cultural Affairs	
Building: Buena Vista Conference Center	
Address: 661 S. duPont Highway	
City: New Castle	State: DE Zip: 19720
<u>Contact Information</u>	<u>Meeting Room Details</u>
Name: Pam Swain Phone: 302-323-4430 Fax: 302-3234407 http://history.delaware.gov/conf_centers/bv/index.shtml	Buck Library 50 – 90 Dining Room 32 Vista Room 8 Conference Room 24 Board Room 10
Equipment: VCRs, flip charts, phones, monitors, overhead projection, internet access, conference tables, podium, full service kitchen; various configurations in rooms Restrictions: Reservations Required. Handicap accessible. Call for fee schedule.	
Department: Department of Agriculture, Forestry Service	
Building: Blackbird Education Center	
Address:	
City: Blackbird	State: DE Zip:
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Ashley Ward Phone: 302-698-4551 Fax: 302-697-6245	Indoor room capacity: 10 - 15 Outdoor Trails
Equipment: Tables and Chairs, electricity, whiteboard Restrictions: By appointment only 8:00 – 4:30, Call for directions	

FACILITIES GUIDE – Kent County

Department: Department of Transportation Building: Central District Headquarters Address: 930 Public Safety Boulevard City: Dover State: DE Zip: 19901	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Michael Lumia Phone: 302-760-2424 Fax: 302-739-3854 Availability: 8:00 – 4:30	Room: Conference Room Capacity: 0 to 35
Equipment: Black Board, Smart Board Accessibility: Yes Restrictions: Directors approval needed for serving food.	
Department: Department of Transportation Building: Smyrna Rest Area Address: Route 13, 5500 DuPont Parkway City: Smyrna State: DE Zip: 19977	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Margie Burns Phone: 302-653-8910 Fax: 302-653-5923 Availability: 7:00 – 4:30	Room: Conference Room Capacity: 0 to 35
Equipment: White Board, Screen Accessibility: Yes Restrictions: No food or drinks. State agencies only.	
Department: DHSS, Division of Public Health Building: Jesse Cooper Building Address: Federal & Water Streets City: Dover State: DE Zip: 19901	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Nate MacCormack Phone: 302-744-4700 FAX: 302-739-6659 Availability: 8:00 – 4:30 need reservation	Room: 1 st Floor Conference Room Capacity: 10 to 15
Equipment: White Board, Internet access Accessibility: Yes Restrictions: No food. Room must be left as found.	

FACILITIES GUIDE – Kent County

Department: DHSS, Division of Public Health	
Building: Jesse Cooper Building	
Address: Federal & Water Streets – Jesse Cooper Building	
City: Dover State: DE Zip: 19901	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Nate MacCormack	Room: 2 nd Floor Conference Room
Phone: 302-744-4700	Capacity: 0 to 10
FAX: 302-739-6659	
Availability: 8:00 – 4:30 need reservation	
Equipment: White Board, Internet Access	
Accessibility: Yes	
Restrictions: No food. Room must be left as found.	
Department: DHSS, Division of Public Health	
Building: Jesse Cooper Building	
Address: Federal & Water Streets – Jesse Cooper Building	
City: Dover State: DE Zip: 19901	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Nate MacCormack	Room: 3 rd Floor Conference Room
Phone: 302-744-4700	Capacity: 0 to 50
FAX: 302-739-6659	
Availability: 8:00 – 4:30 need reservation	
Equipment: Computer, TV/VCR, White Board, Internet Access, Screen	
Accessibility: Yes	
Restrictions: No food. Room must be left as found.	
Department: Office of Management and Budget	
Building: Haslet Armory	
Address: 122 William Penn Street	
City: Dover State: DE Zip: 19901	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Trina Benson	Room: Conference Room 128
Phone: 302-739-4195	Capacity: 0 to 49
Fax: 302-739-3000	
Availability: 8:00 – 4:30 need reservation	
Equipment: Screen, Projector, Conference phone	
Accessibility: Yes	
Department: The Duncan Center, LLC	
Address: 500 W. Loockerman Street, Suite 150	
City: Dover State: DE Zip: 19904	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Erin Cooper	Room: The Outlook Room
Phone: 302-674-3031	Capacity: 0 to 75
Fax: 302-674-8164	Satellite Rooms:
Availability: With Reservations	Capacity: 0 to 20
Equipment: Full service, Food Services	
Restrictions: Reservations Required	

FACILITIES GUIDE – Kent County

Department: Department of Correction	
Building: Employee Development Center	
Address: 245 McKee Road	
City: Dover	State: DE Zip: 19904
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Shelly Conboy	Large Classroom 0 – 35
Phone: 302-857-5292	Upstairs Lg Classroom (no elevator) 35
Fax: 302-739-5751	Large Classroom (not ready yet-call) 60
Availability: Reservations Required	Large Classroom (not ready yet-call) 60
Equipment: Flip charts, Internet Access, PC w/Overhead projection	
Restrictions: No Eating or Drinking in Rooms	
Department: DNREC/Office of the Secretary	
Building: Richardson & Robbins Building	
Address: 89 Kings Highway	
City: Dover	State: DE Zip: 19901
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Ann Koval	Room: Auditorium
Phone: 302-739-9000	Capacity: 0 to 140
Fax: 302-739-6242	
Equipment: Overhead projection, TV/VCR, Internet Access, Microphones, Laptop Hookup	
Restrictions: No fee during normal working hours. For State Agencies only: minimum weekend rate \$100 per day for a meeting 5 hours or less; \$150.00 for over 5 hours	
Department: Division of Public Health	
Building: Blue Hen Corporate Center	
Address: 655 S. Bay Road	
City: Dover	State: DE Zip: 19901
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Debbie Consolazio	<ul style="list-style-type: none"> ▪ Suite 4F: Classroom A & B Individually Holds 24 with Table and Chairs ▪ Suite 4F: Classroom A & B Individually Holds 40 with Just Chairs ▪ Suite 4F: Classroom A & B Combined Holds 60 with Table and Chairs ▪ Suite 4F: Classroom A & B Combined Holds 100 with Just Chairs ▪ Suite 4G: Computer Room Holds 12 Individuals
Phone: 302-744-5453	
FAX: 302-744-5475	
Equipment: Computer w/ MS Office 2003, Lap Top hookup, DVD Player/Recorder, VCR Player/Recorder, Wireless Microphone and speaker, Overhead projectors and screen (3 each), Satellite TV and presentation capability, Video Conferencing Capability, Smart Board, ELMO Digital Visual Presenter,	
Restrictions: Rooms are heavily booked; Suite 4F not available on M or F	

FACILITIES GUIDE – Kent County

Department: The Modern Maturity Center	
Address: 1121 Forrest Avenue	
City: Dover	State: DE Zip: 19904
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Carolyn Thomson	Room: Conference Center, meeting rooms
Phone: 302-734-1200	Capacity: 15 to 500 – Conf. Configuration
Availability: M,W, F & S only	
Equipment: Overhead projection and screen, TV/VCR, Projector	
Restrictions: Reservations Required. \$250 deposit for banquets	
Department: Williams State Service Center	
Address: Rt. 13 and River Road	
City: Dover	State: DE Zip: 19901
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Angelica Morales	Room: Conference Room
Phone: 302-857-5000	Capacity: 20 to 40
Fax: 302-857-5001	
Equipment: Full service	
Restrictions: Reservations Required	
Department: Delaware Technical and Community College – Terry Campus	
Building: Terry Campus Conference Center	
Address: Rt. 13 & Denny’s Road	
City: Dover	State: DE Zip: 19901
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Linda Mood	Room: Auditorium Capacity 0 - 1200
Phone: 302-857-1427	Breakout Rooms: Capacity 30 - 60
FAX: 302-857-1452	
Equipment: Computer, TV/VCR, overhead /BlackBoard, Network Jack, Screen.	
Restrictions: Reservations Required. Handicap accessible.	
Department: Delaware State University (Facilities listed below)	
Address: 1200 N. DuPont Highway	
City: Dover	State: DE Zip: 19901
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Matt Fortune	John R. Price Bldg. Auditorium 0 to 185
Phone: 302-857-4795	Education Humanities Theatre 0 to 900
mfortune@desu.edu	Mishoe Science Center – Rm. 205 0 to 150
	Mishoe Science Center – Rm. 117 0 to 150
	ME Thomasson Lower Level 0 to 45
Equipment: Call for classroom details.	
Restrictions: Reservations Required.	

FACILITIES GUIDE – Kent County

Department: Legislative Council	
Building: Tatnall Building	
Address: William Penn Street	
City: Dover	State: DE
Zip: 19901	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Kathy Morris	Room 112: 0 - 39
Phone: 302-739-4114	Room 113: 0 - 24
FAX: 302-739-3895	Room 114: 0 - 18
Equipment: All Rooms have retractable screens, phones, and conference tables; Room 112 has TV, Kitchen availability, and overhead projection	
Restrictions: Reservations Required. Rooms available M – F except when Legislature is in session, then only available M or F	
Department: University of Delaware	
Building: Paradee Building	
Address: 69 Transportation Circle	
City: Dover	State: DE
Zip: 19901	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Lisa Sipple	Room: Statewide Training Center
Email: lisa.sipple@state.de.us	Capacity: Up to 48
FAX: 302-739-2543	
Equipment: Screen, phone, meeting tables and chairs, overhead projection, vending machines	
Restrictions: Reservations Required. Only available Mondays and Fridays 8:00 – 4:30	
Department: Milford Free Public Library	
Building: Downstairs Meeting Room	
Address: 11 S.E. Front Street	
City: Milford	State: DE
Zip: 19963	
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Kay	Room: Downstairs
Phone: 302-730-4000	Capacity: Up to 100 seated
FAX: 302-735-8130	
Equipment: Tables and chairs, overhead projection	
Restrictions: Reservations Required. \$50 for non-profits, \$100 all others	
Department: Division of Historical and Cultural Affairs	
Building: Belmont Hall	
Address: 69 Transportation Circle	
City: Dover	State: DE
Zip: 19901	
<u>Contact Information</u>	<u>Meeting Room Details</u>
Name: Pam Swain	Dining Room Capacity 20
Phone: 302-323-4430	Speakman Suite Capacity 8
FAX: 302-323-4407	Conference Room Capacity 16
	Whole House Capacity 48
http://history.delaware.gov/conf_centers/bh/index.shtml	
Equipment: VCRs, flip charts, phones, monitors, overhead projection, internet access, conference tables, podium, full service kitchen.	
Restrictions: Reservations Required. Handicap accessible. All rooms at Belmont Hall have permanent seating arrangements. Moving furniture is <i>not</i> permitted. Call for fee schedule.	

FACILITIES GUIDE – Kent County

Department: Delaware Hospital for the Chronically Ill	
Building: Candee Building OR Guest Pavillion #1	
Address: 100 Sunnyside Road	
City: Smyrna	State: DE Zip: 19977
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Patti Byler	Room: Auditorium 80
Phone: 302-223-1011	Recreation Room 45
FAX: 302-223-1549	
Equipment: Pull down screen, projection equipment, podium	
Restrictions: Various seating arrangements available upon request.	
Department: Smyrna Public Library	
Address: 107 S. Main Street	
City: Smyrna	State: DE Zip: 19977
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Beverly Hirt	Room: Library, meeting room
Phone: 302-653-4579	Capacity: 0 to 14
Availability: M,W,F 9-6; T&TH 6-8	
Equipment: TV/VCR, Projector, Screen.	
Restrictions: Reservations Required. Film projector may be checked out.	
Department: Fire School	
Address: Chestnut Grove Road	
City: Dover	State: DE Zip: 19901
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Kimberly Vitanza	Room: Multiple rooms available
Phone: 302-739-4773	Capacity: 0 to 160
Fax: 302-739-6245	
Availability: Reservations Required	
Equipment: Full service	
Restrictions: Call for fee schedule	

FACILITIES GUIDE – Sussex County

Department: Div. of Services for Aging & Adults with Physical Disabilities	
Address: 18 N. Walnut	
City: Milford	State: DE Zip: 19963
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Mina Wells Phone: 302-424-7310 Fax: 302-422-1346	Room: Conference Room Capacity: 0 to 40
Accessibility: Yes Restrictions: Room must be left as found. Equipment for DSAAPD employees only – may bring equipment, food and/or cater in.	
Department: Delmar School District	
Building: Delmar High School	
Address: 202 N. 8th Street	
City: Delmar	State: DE Zip: 19940-1401
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Eve Motichka Phone: 302-846-9544 x137 Fax: 302-846-2793	Room: Computer Lab Capacity: 0 to 29 + Instructor
Equipment: Computer, Overhead, TV/VCR, White Board, Proxima Accessibility: Yes Restrictions: By appointment only. Board of Education approval is required. No smoking. Fee: None for State Employees. Other organization charged for electricity and custodial cleaning.	
Department: Department of Transportation	
Building: South District Highway Administration	
Address: 23697 DuPont Boulevard	
City: Georgetown	State: DE Zip: 19947
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Pam Lord Phone: 302-853-1301 Fax: 302-856-5728 Availability: Break Room, Coffee, Vending Machine,	Room: Conference Room Capacity: 0 to 30
Equipment: Overhead, TV/VCR, Projector, no computer. Accessibility: Yes Restrictions: 8:00 a.m. – 4:30 p.m. Directors approval needed for serving food.	
Department: Stockley Center	
Building: Training & Professional Development (C2 Bldg)	
Address: Route1, Box 1000	
City: Georgetown	State: DE Zip: 19947
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Kim Toohey Phone: 302-934-8031	Room: Staff Development A Capacity: 0 to 30
Equipment: Overhead, TV/VCR, Black Board, 2 nd screen, portable projector (reservations)	

Department: Stockley Center	
Building: Training & Professional Development (C2 Bldg)	
Address: Route1, Box 1000	
City: Georgetown	State: DE Zip: 19947
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Kim Toohey	Room: Staff Development B
Phone: 302-934-8031	Capacity: 0 to 20
Equipment: TV/DVD/VCR, Black Board, portable projector (reservations)	
Department: Stockley Center	
Building: Training & Professional Development (C3 Bldg)	
Address: Route1, Box 1000,	
City: Georgetown	State: DE Zip: 19947
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Marcie Manuszak	Room: Staff Development C
Phone: 302-933-3172	Capacity: 0 to 20 or 8 computer stations
Equipment: Overhead, TV/VCR, White Board, portable projector (reservations)	
Department: Milford State Service Center Annex	
Address: 13 S.W. Front Street	
City: Milford	State: DE Zip: 19963
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Linda Melvin	Room: Conference Room
Phone: 302-424-7230	Capacity: 0 to 35
Fax: 302-424-5311	
Equipment: TV/VCR, White Board, Banyan Jack	
Restrictions: Reservations Required	
Department: Department of Agriculture	
Building: Redden State Forest Lodge	
Address: 18074 Redden Forest Drive	
City: Georgetown	State: DE Zip: 19947
<u>Contact Information</u>	<u>Classroom Details</u>
Name: Gail Ingram-Smith	Room: Conference Room
Phone: 302-856-2893	Capacity: 0 to 60
Fax: 302-856-5039	
Equipment: Kitchen Facility, 6 foot tables and chairs	
Restrictions: Rustic Setting; Reservations Required	
Department: Cape Henlopen State Park//Division of Parks and Recreation	
Building: The Biden Environmental Training Center	
Address: 42 Cape Henlopen Drive	
City: Lewes	State: DE Zip: 19958
<u>Contact Information</u>	<u>Meetnig Room Details</u>
Name: Mary or Debbie	Meeting rooms accommodate from 30 to 80.
Phone: 302-644-5005	The dining room offers seating for 64.
Fax: 302-644-5012	Overnight accommodations house 21 to 55 guests, three per room, dormitory-style accommodations.
Equipment: Call for information	
Restrictions: Reservations Required	



YOUTH VOLUNTEER RESOURCES

Volunteer Delaware: <http://www.volunteerdelaware.org>

This is a searchable database of volunteer opportunities across Delaware Valley. You can search by geographic location, areas of interest or agency. There is also a calendar of upcoming one-time volunteer events.

Points of Light: <http://www.pointsoflight.org>

The Points of Light Foundation & Volunteer Center National Network engages and mobilizes millions of volunteers who are helping to solve serious social problems in thousands of communities. Through a variety of programs and services, the Foundation encourages people from all walks of life — businesses, nonprofits, faith-based organizations, low-income communities, families, youth, and older adults — to volunteer.

Do Something: <http://www.dosomething.org>

Do Something inspires, supports, and celebrates young people changing their world through monthly challenges, awards and their magazine. Do Something provides monthly “challenges” in 3 areas: community building, health, and the environment. Through the BRICK Awards and the grants program, Do Something has distributed over 1 million dollars to these young people. Do Something: The Magazine is giving a face to community service. Currently distributed gratis, it is the only public service magazine distributed nationally. Many of the articles are written by kids, and the production is extremely professional.

Youth Action Net: <http://www.youthactionnet.org>

A dynamic website created by and for young people, YouthActionNet spotlights the vital role that youth play in leading positive change around the world. Launched in 2001 by the International Youth Foundation (IYF) and Nokia, YouthActionNet serves as a virtual gathering place for young people looking to connect with each other -- and with ideas for how to make a difference in their communities.

Youth Service America: <http://www.ysa.org>

Youth Service America (YSA) is a resource center and premier alliance of 200+ organizations committed to increasing the quantity and quality of volunteer opportunities for young people to serve locally, nationally, and globally. YSA's mission is: to strengthen the effectiveness, sustainability, and scale of the youth service and service-learning fields. A strong youth service network will create healthy communities, and foster citizenship, knowledge, and the personal development of young people.

Service Learning: <http://www.servicelearning.org>

Service learning combines classroom lessons with direct community service to reinforce what is learned in the classroom. The Learn and Serve America National Service-Learning Clearinghouse (NSLC) supports the service-learning community in higher education, kindergarten through grade twelve, community-based initiatives and tribal programs, as well as all others interested in strengthening schools and communities using service-learning techniques and methodologies.



Getting Started: A Guide for Parents

Hi Mom and Dad!

If you're reading this then you're probably already sold on the value of volunteering. Here are a few things to think about as you look for opportunities to get your child involved.

Is your son/daughter into it?

Sometimes a parent can see the long term benefits of volunteering more clearly than their child. Then, acting in the child's best interest, they arrange volunteer activities. Sometimes, this works well. Other times, issues arise. You need to make certain that your child is genuinely interested in volunteering. If the young person is resistant, they will probably have a less than ideal experience. That might influence how they feel about volunteering in the future. If your son/daughter is acting reluctant or unwilling, ask them why. You could ask them what they *are* interested in doing. There are many ways to perform community service. Fitting their volunteer activities to their interests is good way to ensure that they have a positive experience and want to stay involved.

Come bearing options.

Many kids (and parents) are unaware of just how many different ways there are to get involved in their community. It pays to do a little research before approaching your son/daughter. One great way to start is to visit www.volunteerway.org. This website contains one-time and ongoing volunteering opportunities. Click on the search button on the right and it will lead you to a search page where you can click the box for opportunities available to adolescents. You can further refine your search by interest area, geographic region, and population served. You'll be surprised by how many, and how the diverse the opportunities are.

Remember, volunteering is supposed to be *FUN!*

For many people of all ages, volunteering is a recreational, social activity. Why should it be different with young people? Have your son/daughter invite a friend(s) and make it a time for them to give back and enjoy each others' company. There are also clubs and groups that exist to give young people opportunities to perform service with their peers. You're on the website of one such group right now.

Make it a family affair.

Parents are a child's first role models. Show them how much you value volunteering by setting an example of service. If are already an active volunteer, take your son/daughter with you for a day. If you aren't involved currently, take this chance to start volunteering with your child. Many agencies are unable to use volunteers under 15 unless they are accompanied by a parent. It's a great way to spent time with the family and give back to the community.

Right in the comfort of your home.

There are a few volunteer activities that don't require leaving the house. Considering how difficult transportation can be, this can be very convenient. Many of these involve make simple crafts that are used to brighten someone's day.

Helping kids stay in school (at least a few extra hours)

A great place for kids to start volunteering is right under their pencils. If your child is a superstar student, there may be opportunities to tutor other students. This is a great way to reinforce learning, meet classmates, and still catch the late bus home without mom or pops having to drive anywhere. There may be opportunities beyond class work. Times are tight and schools often could benefit from grounds maintenance, planting, recycling programs, etc. Be creative.

Oh the joys of summer

Summer is a great time to volunteer. This is the one time of the year when most children have enough free time to volunteer and put in some serious hours. There are summer camps of all subjects that request volunteers to help run their programs. There are even several summer camps that specialize in performing service. Many young people can earn enough hours in one active summer to fulfill school requirements and earn service awards.

Getting the recognition your child deserves

Volunteering is great way to build up skills, references, network, and give back to the community. It is also the way young people earn the Delaware Volunteer Credit. Another resume boosting award is the President's Volunteer Service Award. And one more thing, you can earn this award too. To learn more about wither award contact Clare Garrison (New Castle County) clare.garrison@state.de.us or Carrie Hart (Kent and Sussex) carrie.hart@state.de.us