

**Odessa College Foundation**

**Approved Community Service Agency List**

**If an organization is not on the list, please contact the Foundation Office.**

**Please call the agency *in advance* to schedule your community service.**

**Be sure to get your timesheet filled out completely.**

|  |  |
| --- | --- |
| **Agency** | Volunteer Responsibilities |
| **Odessa College Facility Contracts**Lionel Loya – 432.335.6753Director of Facility Contracts | Moving furniture, setting up for events  |
| **Odessa College Murry H. Fly Learning Resource Center**Robin Millar – 432.335.6644Linda Harris – 432.335.6639Elsa Guerra – 432.335.6650 | Job responsibilities are varied and according to need |
| **Odessa College Art Department** Daiken Asakawa – 432.894.3093Art Instructor | Various responsibilities on an as needed basis which may include but not limited to cleaning, organizing, setting up and assisting at events. |
| **Odessa** **College** **Foundation** **Office**Donna Wittie – 432.335.6648Advancement Assistant | Volunteers will assist with large mailings: folding letters, stuffing envelopes; assisting with various events as needed. |
| **American Red Cross of the Permian Basin**9601 Wright DriveMidland, TX 79711Kelly Rios - 432.563.2267 | Assisting with events, fundraising, disaster relief, damage assessment, general clerical work. A background check is required. |
| **Campfire USA West Texas Council**3500 N. A Street, Suite 1200 Midland, TX 79705Vangie - 432.570.4144 | Assignments are varied, depending on need. |
| **Catholic Charities**2500 Andrews HighwayOdessa, TX 79761Andrea or Luz – 432.332.1387 | Receiving and stocking donated items for the store and pantry. Other duties as required. |
| **Catholic Charities – Cory Learning Center**2500 Andrews HighwayOdessa, TX 79761Emily – 432.332.1387 | Reading and writing tutorials |
| **Centers for Children and Families**835 Tower Drive, Suite 1Odessa, TX 79761Becca Arons - 432.570.1084 | Training takes 1 ½ hours. Volunteers must arrive 15 minutes early to monitor court ordered visits with their noncustodial parent by observing the family; turn on the camera to record the visit; make short notations every 15 minutes. Volunteers occasionally have to stay 10-15 minutes late. ***Shifts*** **are** ***2*** ***hours*** ***and*** ***students*** ***receive*** ***3*** ***hours*** ***volunteer*** ***credit*** ***hours*** ***for*** ***each*** ***shift***. |
| **Communities in Schools**Odessa OfficeHilda Sanchez432.552.2496 | Opportunities are specific to each school. Please contact the ECISD school campus for more volunteer information.**Alternative Education Center Crockett Middle School**Stacy Roman Mayra Cano(432) 456-5762 (432) 456-5404**Ector Middle School Wilson & Young Medal of Honor MS**TBA Daisy Gonzales(432) 456-3082 (432) 456-2844**Bowie Middle School Bonham Middle School**Sylvia Gonzalez Stephanie Garcia(432) 456-2618 (432) 456-2505**Odessa High School Permian High School**Micheal Alva / Ashley Dominguez Enedelia Nava(432) 456-2154 (432) 456-5833**Nimitz Middle School** Abigail Martinez(432) 456-2976 |
| Crisis Center of West Texas **Louise Wood Angel House**910-B South Grant Ave Odessa, TX 79761 Contact: JoAnna Meise 432-333-2527 | Our mission is to respond, shelter, and educate to end domestic and sexual violence in West Texas. We believe everyone deserves a safe and healthy relationship, and we work every day to make that a reality for men, women, and children in the Permian Basin and beyond. |
| **Downtown Odessa**Amanda Casto (432) 335-4682(432) 582-4682 | Responsibilities for volunteers vary by position. |
| **Ector County 4-H Club / Master Gardeners**Odessa, TX 797681Jacquelyn Warnock432.498.4071 | Job responsibilities are based on the need of the following events:Diabetes Education Workshop - August - Sept Evert Tuesday (5 weeks)4-H Project Meetings - September - May Breast Cancer Awareness Event - September 15th  |
| **Ector County Library**321 W. 5th StreetOdessa, TX 79761Kim Ureta - 432.332.0633 www.ector.lib.tx.us | Assignments are varied, depending on need. |
| **Ellen Noel Art Museum of the Permian Basin**4909 E. UniversityOdessa, TX 79762Lindsey Jones – 432.550.9696 | Greeting visitors, answer questions, clerical, assisting staff members with various projects; other duties as needed. |
| **Fab Lab Permian at Odessa College**Sedate Hall201 W UniversityOdessa, TX 79764fablab@odessa.edu432-335-6189 Danielle Collins432-335-6190 Adriana Moreno | Volunteer opportunities vary and may include, set up or tear down for classes/events; greeting visitors; providing tours and information to visitors or at events; clerical work.Opportunities for placement based on interest and skills are available. |
| **Faith Temple Fellowship Food Pantry**1335 E. 6th StreetOdessa, TX 79761Melissa - 432.272.3362jesushouse@jesushouse.com | Volunteers can expect to sort clothing, assist in the kitchen and sort through donated items. |
| **Honor Our Troops**4222 Wendover Ave.Odessa, TX 79762David Perez – 432.550.2468www.hot-honorourtroops.com  | Assembling care packages to ship to soldiers overseas. |
| **H-E-B**Nancy Wells – 432.638.1831 | Event – Feast of SharingVolunteers can expect to serve plates, desserts or drinks; replace placemats and utensils; help children in the game area; set up the event and/or clean up after the event.Volunteers should sign up 6 weeks prior to the event. Please contact Nancy Wells for the Feast of Sharing date, time and location. |
| **Home Hospice Odessa**619 N. Grant Ave., Suite 120Odessa, TX 79760432.580.9990 | Various job assignments are on an as needed basis. |
| **Humane Society of Odessa**7012 Mockingbird LaneOdessa, TX 79763Heather Silvia - 432.381.5503www.odessahumanesociety.com | Job responsibilities include cleaning the cat house, kennels, the garage, clerical, yard work, maintenance work, and walking dogs. A volunteer liability form must be completed before you are allowed to work. The Humane Society is open from Tuesday - Saturday 9:00 – 3:00.**If you are not able to reach the Human Society by telephone, please contact them through Facebook:** **Facebook**.**com/Humane-Society**-**of**-**Odessa**-**115261288517295** |
| **Junior League of Odessa**4241 Tanglewood LaneOdessa. TX 79764 432.332.0095 | Various job assignments are on an as needed basis. |
| **Keep Odessa Beautiful**119 W. 4th Street, Suite 203Odessa, TX 79760432.335.4686 | Some responsibilities are clerical, assisting as chaperones with kid groups for clean-up and other duties as required.  |
| **KT Black Services****\*Lubbock, Texas\***(806) 535-7038 | Volunteer with the Navy Recreational Committee to raise funds for Navy sponsored activities for both members and families. Can assist at the Texas Tech games either before, during, after, or the whole time. Most of the military groups assist in the security portion on field and patrol. Other groups volunteer their time with us such as churches, schools, athletic departments.  |
| **Meals On Wheels of Odessa**1314 E. 5th StreetOdessa, TX 79761432.333.6451 | Drivers are needed Monday - Friday to deliver meals to residents that are homebound. You must call 2 days in advance to schedule your time to deliver, a background is required & completed upon arrival for first time meal delivery. Volunteers are required to use their own car and gas; arrive 15 minutes early; shifts start at 9:30 a.m., ***shifts*** ***last*** ***an*** ***average*** ***of*** ***1 hour and is equivalent to 4 hours of volunteer time.*** |
| **Midland-Odessa Symphony**3100 La Force BlvdMidland, TX 79711Rino Irving - 432.563.0921 www.mosc.org | Clerical, set up or tear down concert events, other responsibilities are on an as needed basis.  |
| **Odessa Boys and Girls Club of Odessa**800 E. 13th Street – Odessa, TX 79762**Desmond** **Wilkerson** - 432.337.83891037 E. Murphy – Odessa, TX 79762**Bill** **Baty** - 432.332.7891  | Volunteers assist with supervision of children, their games and activities and chaperon on field trips. |
| **Odessa Chamber of Commerce**700 N. Grant Ave., Suite 200Odessa, TX 79761432.332.9111www.odessachamber.com | Assignments are varied, depending on need. |
| **Odessa Christmas in Action, Inc.**Odessa, TX 79762 Barbara Nunez – 432.368.9022 www.christmasinaction.org | Clerical, various types of home repair for low income residents, the disabled and elderly. |
| **Agency** | **Volunteer Responsibilities** |
| **Odessa LINKS**119 W. 4th Street, #201Odessa, TX 79761432.582.0099 www.odessalinks.org  | May have upcoming events August thru December. Please call to ask about volunteer opportunities during those months.  |
|  |  |
|  |  |
|  |  |
| **Permian Basin Rehabilitation Center**620 N. AlleghaneyOdessa, TX 79762432.332.8244 www.pbrehab.com | General maintenance  |
| **The Petroleum Museum**1500 I-20 Midland, TX 79705Stacie Hanna – shanna@petroleummuseum.orgMara Bland – mbland@petroleummuseum.org 432.683.4403 | Volunteer opportunities may include cleaning, clerical, setting up and tearing down events.  |
| **The Salvation Army**810 E. 10th StreetOdessa, TX 79760Kathy - 432.332.0738 www.salvationarmyusa.org | Volunteers are needed to serve meals.  |
| **Sandhills Stock Show & Rodeo / Permian Basin Fair**Odessa, TX 79764Shelly Evans – 432.550.3232 | Volunteers will be placed according to their interest and the greatest need for each organization |
| **Time Machine Recycling Center**816 W. 42nd StreetOdessa, TX 79764432.368.5730  | Volunteers are required to wear good work shoes, work gloves, long shorts or pants; also bring drinking water and lunch. |
| **United Way of Odessa**128 E. 2nd StreetOdessa, TX 79761Christina Escobar - 432.332.0941www.unitedwayodessa.org  | Clerical work, setting up, assisting, and tearing down events. |
| **West Texas Cancer Center - Hope House**600 N. GrantOdessa, TX 79761Monica Tschauner 432.614.9284 | Hope House serves lunch to patients receiving chemotherapy at the West Texas Cancer Center. The time commitment is 2 hours on a Monday – Tuesday, Wednesdays available. All volunteers need to do is show up. Training and supplies provided.  |
| **Westwood Baptist Church**1601 W. University Blvd.Odessa, TX 79764432.337.3948Pastor Charles McBryde or Pam Gatlin | Responsibilities will be varied according to need, but may include light clerical, some yard work, and community outreach. |
| **West Texas Food Bank**411 S. Pagewood Ave. (Next to Coca Cola)Odessa, TX 79761432.580.6333 | Volunteer hours are Monday through Thursday 9am to 12pm and 1pm to 5pm, Friday 9am to 12pm and 1pm to 4pm, Saturday 8am to 1pm and Tuesday evening 6pm to 9pm. ***Volunteers*** ***must*** ***not*** ***wear*** ***open*** ***toe*** ***shoes***.  |
| **White Pool House Museum**112 E. Murphy StreetOdessa, TX 79761432.333.4072 / 432.332.9417www.whitepoolhouse.org | Assistance may include gardening, carpentry, handy-man, cleaning, and painting. |
| **YMCA**3001 E. UniversityOdessa, TX 79762432.362.4301  | Opportunities are based upon current need at the YMCA. |