



FAQs

Teachers

Will I need to be in the classroom when the volunteer teaches?

Yes, this program is collaborative. Teachers and volunteers are expected to work together to create lesson plans and teach together.

Do I need to attend the orientation? I have participated in the past.

All participants must to attend the orientation.

Am I in charge of any of the paperwork WAF needs?

No, your volunteer is in charge of completing and submitting all paperwork. WAF does encourage you to help your volunteer disseminate information and collect forms from students. Failure to return completed paperwork could jeopardize future participation the AIS program.

Are volunteers teachers?

No, They are professionals in the architecture field. They may have some background in teaching or have previous volunteer experience in educational programs for kids. You will need to guide them.

If I can't attend the orientation. What should I do?

You need to contact Rachel Simonson, Foundation Outreach Coordinator at rsimonson@aiadc.com to arrange another to meet to go over orientation materials. Failure to attend or make up orientation will put your classroom's participation in jeopardy.

Can I find my own volunteer to work with?

WAF strongly encourages teachers and volunteers interested in a specific partnership to notify Rachel Simonson. If you do not do the proper paperwork and are not officially matched by WAF, WAF cannot recognize you as part of the program.



FAQs

Volunteers

How do I become a volunteer?

All volunteers interested in working with AIS will need to go through a background check, fingerprinting and TB test before they enter the classroom. Failure to adhere to the proper procedures will result in termination of your volunteer career with the Washington Architectural Foundation.

If I have volunteered for WAF in the past. Do I need to complete the volunteer application?

All volunteers will need to have a current application on file, one that has been submitted within the past 12 months. If you are unsure if you have a valid application on file, please contact Rachel Simonson at rsimonson@aiadc.com

Will WAF Reimburse my travel costs?

Yes! Please note that reimbursement will happen once all receipts are turned in. More details can be found in the orientation materials.

How much time should I expect to be out of my office on class days?

Depending on where you are in relation to your school, you can anticipate 2-3 hours out of office. It is strongly recommended a team of 3-5 volunteers work together so that one person is not responsible for attending all classroom days.

Is there a curriculum I should follow?

There is no set curriculum. Your teacher should assist you in developing lesson plans that relate to what the students are studying.

I can't attend the orientation, what should I do?

You need to contact Rachel Simonson, Foundation Outreach Coordinator at rsimonson@aiadc.com to arrange another time to meet to go over orientation materials. Failure to attend or make up orientation will put your participation in jeopardy.

I am part of a team of volunteers. Do we all have to attend the orientation or can we send a representative?

All volunteers need to attend orientation. If you are part of a team and are not able to attend you will need to arrange to complete orientation at a different time.

I can't meet the deadline to return requested paperwork. What should I do?

You need to contact Rachel Simonson. The paperwork WAF requires is extremely important. Failure to meet deadlines could jeopardize future AIS participation for you and your class.

I have coworkers who want to attend the reception can they come?

Yes, please include their names when you RSVP.

Can I find my own school to work with?

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