

REACH STUDIO ART CENTER: Frequently Asked Questions

CONTACT US: *Program Assistant, Tabor Vits, info@reachstudioart.org, (517) 999-3643*

LOCATION:

- **Where is REACH located?** REACH is located at 1804 S Washington Ave. Lansing MI 48910 Approximately one block North of Mt. Hope Ave. and approximately 1/2 mile South of 496 (or Downtown Lansing), on the West side of Washington Ave., corner of Smith and Washington. You can Google a map or go to: <https://www.reachstudioart.org/about/>
- **Where can I park?** Park in the small lot behind REACH... just off the alley on Smith St. You may also park on Smith Ave. If arriving by bike we have a bike rack adjacent to our parking lot.
- **Can I get to REACH by bus?** REACH is located one block either direction from a #2 bus stop. Contact CATA for up-to-date bus schedules. Please make sure to give yourself enough travel time.
- **How do I know that I am in the right place?** When you get to the Studio off of Washington you will see paintings hung on the building adjacent to the studio, and across the street there will be a big red flower chair and a mosaic wall. If you walk around the building down Smith Ave you will see our parking lot, and you can walk to the main entrance in our courtyard.
- **How do I know what door to go in?** Our main entrance is a north facing set of black double doors in our courtyard, which you can find by following the paved path from our parking lot.
- **What if the door is locked when I get there?** Knock hard and give us a moment to answer. If no one answers and you have a cell phone, call us at (517)999-3643. If you arrive early, please wait until the scheduled class time before leaving. Our instructors and staff may be late or on an errand.

ABOUT VOLUNTEERING:

- **How can I learn more about REACH before completing the application process?** Go to our website: <http://www.reachstudioart.org/> where you will find information about all our regular programming, mission, vision and core values, media coverage, etc. And we are always glad to answer questions over the phone or e-mail.
- **Can I fulfill community service and/or course required volunteer hours at REACH?** Yes, as long as you qualify through our application process and your volunteer requirements fit with our volunteer options.
- **What should I wear when I volunteer?** Please wear comfortable clothing that you won't be afraid of getting messy, and that is appropriate for working with children.
- **What do I do if I don't like my volunteer task?** It is important to know what works and what does not. If you do not feel that the position requirements fit your expectations or qualifications, please tell the volunteer coordinator (Tabor) right away. If possible we will try to find a different position for you.
- **Will REACH still be open during bad weather (especially snowstorms in winter)?** If the Lansing School District closes school because of weather, then our afterschool programming will be canceled, and you should not come in for your volunteer shift. Usually school cancellations are posted on area radio and TV stations first thing in the morning. Feel free to call if you have questions. We will try to call and let you know if a program has been canceled.

THANK YOU FOR CHOOSING TO VOLUNTEER AT REACH STUDIO ART CENTER!

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TIPS FOR LEADING ART-MAKING WITH YOUTH

1. You don't need special skills to guide kids in art projects: Anyone can set up and facilitate art projects with young children — special credentials or experience are not a prerequisite!
2. The process is more important than the product: Focus on open-ended, process-driven projects rather than projects that have a specific outcome in mind.
3. Embrace the mess: Art-making can be messy, but the mess is worth it and there are strategies for managing the chaos.
4. Be the guide on the side: Your role is to facilitate the art-making process by drawing out a child's best self without telling them what to do.
5. Give clear and concise instructions: it is easiest for students to follow step by step instructions. In addition to explaining the project in detail, make sure instructions are written out clearly on a chalkboard/marker board or large piece of paper (pictures help).
6. Don't give empty compliments: Try to find a detail to compliment, "I love your use of green," rather than empty compliments like "beautiful," or "awesome."
7. Not sure what to do? Start a conversation! Part of art education at REACH is mentoring and making connections with our students. You can talk about the art they're making, or just life in general.

OTHER IMPORTANT INFORMATION

1. Sign In: Please write in your name and check in on the class roster where attendees sign in. We use these rosters to report volunteer attendance to our funders. If you are volunteering to fulfill a requirement or would like to track your hours, please fill out and track your own hours and have them signed by our Program Assistant Tabor.
2. Name tags: Make yourself a nametag! Plastic nametag holders are sometimes available, otherwise masking tape and a marker work well.
3. Taking breaks: Most volunteer shifts are less than 2 hours. If you happen to work 4 hours, you must take a 15 minute break. If you volunteer for 8 hours, you must take two 15 minute breaks and a half hour lunch break.
4. Cell Phone Use: We discourage the use of cell phones use in front of youth in the classroom. If you must have your phone on you, please set it to vibrate and leave the classroom to take the call. If you are overseeing youth, please arrange for another person to watch them in your absence.
5. Paint Brushes: Please keep an eye out for brushes covered in paint laid on the table to dry, and remind youth to put brushes in water when they are done using them. If you are tasked with washing brushes, be sure the water runs clear while bending the bristles. Brushes are expensive to replace and often harden due to poor washing.
6. Recycle: Please be sure to put recycling in appropriate blue bins (paper, plastics, metals, etc.). This helps the environment and our budget by reducing waste.
7. The end of class: Be sure the classroom is clean and ready for another class before leaving. This includes cleaning tabletops, counters, chalkboard, floors, and the kitchen counter. Any cups used must be washed. All supplies must be cleaned and put away. If you are not sure where something goes, please ask.

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