

# Anna Davis-Noe



Human Services & International Affairs



Pine Street Inn

Volunteer Programs & Development Assistant

January 14 - July 5

# 1) What did I do?

- Volunteer Programs and Development Assistant
- NU Careers description vs. my experience
- Paid co-op



# Question 2

- How did you spend the majority of your time in co-op? Doing what? With whom?  
How did you feel about this?
  - Communicating with possible volunteers through email and over the phone
  - My team was often doing the same thing
  - Individual vs. group volunteers
- Were you treated like an integral part of the team?
  - Small team
  - Weekly meetings
  - Sharing of duties & environment that fosters teamwork
- Did your duties evolve and grow as you spent more time there?
  - Starting tours, supervising when coworker was gone, individual projects
  - Things I was able to do because I had learned how and was experienced enough to do alone

### 3) What did you hope to learn on this co-op?

- Professional & office skills
- Time management
- How to manage volunteers
- What it's like to work in a Non Profit Organization
- The issue of Homelessness in Boston

# 8) What was the most meaningful part of your co-op?

## Homeless Court

- What is Homeless Court?  
<https://www.pinestreetinn.org/programs/additional-services/homeless-court>
- Why was this experience meaningful?
- Was I prepared for how I would feel?



## 9) Please describe a job, task, or activity that you had never done before.

- How did you feel about doing it?
- How did you learn how to do it?
- Who supported you, if anyone, during that activity, job, task? In what way(s)?
- How successful were you in doing it?

Part of my job was to give tours of the facility; this was something that was completely new to me. I watched coworkers give tours for a while before I gave one on my own, so I was able to see what it should look like, but I had to memorize a lot of facts about the organization. I was very nervous at first, but throughout my 6 months, I became more successful and confident. One really important part was that a coworker observed my first few tours and gave me tips and constructive criticism on how to make it better.

# 10) How was the preparation (resumes, etc) and interviewing process for you?

- What did you learn from previous experience, or class, or peers?
- What are some tips you would share with students who are preparing to go on their first co-op?



# 13) How did your co-op experience affect you?

- Next co-op
- Possible future career
- Understanding of homelessness
- Self confidence
- My coworkers



# 14) Did this co-op help you decide what you want to do next (in terms of career or work)? Any plans?

- Possible next co-op: possibly something more direct service (same industry, but different type of work)
- Future career: this co-op reaffirmed for me that I would like to work in the Non Profit/NGO field

## 4) How did your co-op experience change your view of our society, other societies, or your sense of self?

- Working in a Homeless Shelter, I met people from all different backgrounds, belief systems, socioeconomic status, and so on. I interacted with guests at the shelter daily, and got to know some of them. Working in the shelter humanized the issue of homelessness, and put a face to it.
- Not only guests, but staff at Pine Street Inn changed my perspective. I was so inspired by all the staff at Pine Street, who are driven and compassionate and care about the mission. I found a work environment where I felt I belonged, and I was inspired to be more like my coworkers.