Our Mission
To build on the strengths of refugee and immigrant communities and remove barriers to achieving economic, social, and cultural wellbeing

Our Community
Over 20,000 Karen and other refugees from Burma live in Minnesota - largest Karen community in the country.

Our Programs
Serving over 3,000 each year, our success is due to programs designed by and for the community, providing wraparound support, and strong partnerships.
• **KOM was formed out of KCM** (Karen Community of Minnesota), a volunteer-led organization that began in 2003 and helped newly arrived Karen refugees in the Twin Cities maintain their culture, elect community leaders, and receive assistance beyond the initial resettlement period.

• As many more Karen resettled in MN, KCM realized they **needed a staffed organization** to be able to better serve the community with social services.

• In 2005, they began a 3 year training with VSS (Vietnamese Social Services) to **establish a Karen-led 501(c)(3) nonprofit**, becoming formally registered in 2008.

• They kept KCM as a volunteer organization to be able to support families in Burma and Thailand, and **renamed the newly established nonprofit as the Karen Organization of Minnesota**.
KOM Staff

Administration

Eh Tah Khu  Co-Executive Director
Alexis Walstad  Co-Executive Director
Sara Johnson  Program Director
Clara Tunwin  Program Director
Say Klo Wah  Receptionist
Michelle Vohs  Office Manager
Suzanne Olive
Ian Masica
Laani Xiong
KOM Programs

- Employment
- Social Services
- Community Health
- Youth Development
- Walk-ins
Employment

KOM provides job counseling and vocational training to help refugees and immigrants find stable jobs and advance their careers. We also offer financial coaching to help participants increase their income and work toward financial goals.

• Refugee Employment Services
• Youth Career Pathways
• Adult Career Pathways
• ESL Class
• Financial Opportunity Center
KOM Staff

Employment & Career Pathways
Lisa Gibson  Program Manager
Abedullah Babakarkhail
Arwin Shamal
Lisa Khang
Laurel St. Marie Durushia
Sarah Shapiro
Eh Hset Paw
Brooke Nelson
Re Htoo
Dar Sengkhammee
Par Yei Say
Social Services

Through wraparound services, KOM connects refugees to resources related to food, housing, transportation, health insurance, immigration, civic engagement, and more.

• Family Assisters
• Elders Program
• MNsure
• Weaving Circle
• Caregivers
• Civic Engagement
KOM Staff

Social Services
Laymu John   Program Manager
Hta Thi Yu Moo   Program Supervisor
Sawchrithen Sayoo
Khin Htway
Asadullah Zazai
Saw Lwin Si
Synthia Htoo
Community Health

KOM facilitates health trainings and education to prevent suicide, violence and alcohol/drug abuse. We also provide resources to support mental wellbeing, family planning, and positive family relationships.

- Mental Health and Family Relationships
- Karen Family Planning Program
- Karen Chemical Dependency Collaborative
KOM Staff
Ner Mu  Program Supervisor
Lwepaw Nwe Kacher
Mar Htay
Hsa Hser Ku

Community Health
Youth Development

KOM invests in the lives of youth and children from Kindergarten up to age 24 through academic support, after-school programs, cultural activities, and leadership development.

- Youth & Family Coaches
- After-School Program
- Mentorship Program
- Youth Career Pathways
KOM Staff
Youth Development

Lah Tha Pwee  Program Manager
Mular Lerpwel
Zainab Quraishi
Pong Pop
Walk-ins

KOM serves refugees who have immediate needs through a walk-in schedule. Services provided include filling out Ramsey County forms, reading mail, paying parking ticket fees, and more.

**Schedule**

Monday & Thursday

9AM – 3:30PM

12-12:30PM closed for lunch
Volunteer Program

- Human Service Volunteers & Interns
- Youth Mentors
- Youth Tutors
- College Tutors
- Community Health Interns
- Communications Interns
- MSW (Masters of Social Work) Interns
- BSW (Bachelors of Social Work) Interns
- Civic Engagement Volunteers
Office Hours:
Monday – Friday 8:30am – 5:00pm

Walk-In Hours:
Monday & Thursday
9:00am – 12:00pm, 12:30pm-3:30pm

2353 Rice Street, Suite 240
Roseville, MN 55113
Main: 651-788-7593
Fax: 651-788-7909
Volunteer Policies

Karen Organization of Minnesota
Your Rights as a Volunteer

• Work in a healthy and safe environment
• Be engaged in accordance with equal opportunity and anti-discrimination legislation
• Given accurate and truthful information about KOM
• Given a copy of KOM’s volunteer policy and procedure
• Have a position description and agreed working hours
• Provided with orientation to the organization
• Have your confidential and personal information dealt with in accordance with the principles of the Privacy Act
• Provided with sufficient training to do your job
• Have a supervisor/contact person to approach for help or to report concerns
Your Responsibilities as a Volunteer

- Work in accordance with KOM’s values and policies
- Represent KOM in a responsible manner
- Be reliable and fulfill agreed commitments
- Ensure that confidential information is respected and treated appropriately
- Treat others with courtesy, respecting their rights, beliefs, values and dignity
- Undertake training as recommended
- Give and receive constructive feedback as appropriate
- Ask questions when unsure of how to do something or when unsure of KOM’s policies
- Report any accident or injury immediately
- Give adequate notice of resignation
- Keep your contact information updated
- Present yourself in a professional manner (dress appropriately, maintain good hygiene, use respectful language)
- Use KOM materials and technology appropriately
As a KOM Volunteer, Please Do Not:

- Assit with legal issues (i.e. child support, divorce, disability claims filing, etc.)
- Help with tax issues outside of KOM tax clinics
- Collect clients’ health records
- Accept cash from clients (food and other small non-monetary gifts may be accepted)
- Involve yourself in the personal or financial affairs of clients (refer to KOM staff for complex cases)
- Promote your own personal or business interests
- Impose your personal views on politics, religion or other controversial matters
1. Attendance
   24 hour notice in advance of absence
   (unless illness, injury or emergency)
2. Time Commitment
   2 weeks notice in advance of leaving
3. Feedback
4. Non-discrimination
5. Inappropriate Conduct and Anti-Harassment Policy
6. Smoking Policy
7. Drug & Alcohol Use
8. Reporting of Maltreatment of Minors and Vulnerable Adults
9. Client Confidentiality
10. Motor Vehicle Operation
11. Volunteer Development
12. Computer Use and E-mail Policy
13. Conflict of Interest Policy
14. KOM Ambassador
Logistics

- Access to KOM email, shared documents, and other apps through Microsoft 365
- Stick to a regular schedule
- Set up a supervision style that works for you
- Use Apricot account to track client case notes
- Track your volunteer hours on Apricot
COVID Policies

• If sick or have symptoms, please stay home from volunteer activities
• Take a COVID-19 test
• Stay home for 10 days if test positive for COVID-19
Next Steps

• Complete Background Check and Consent Forms
• Complete any school paperwork or other required documents
• Meet with supervisor or program staff for training/shadowing
• Get a volunteer schedule
• Login to Apricot to start tracking hours