



## INTERFAITH EMERGENCY SERVICES VOLUNTEER POSITIONS

### **Intake Office**

The office is responsible for processing clients in need of emergency services, including food, hygiene items, eye glasses, ID cards and more. Jobs include receptionist, data entry and counselors.

*Skills:* Basic computer skills, customer service, interaction with clients; training provided.

### **Pantry/Warehouse**

The Warehouse accepts and stores donated items. In the Pantry, good is sorted and distributed to clients. Jobs include: Sorters and Pantry workers, and Donation Receiver.

### **Shelter**

Our 34 bed homeless shelter provides emergency shelter to women, children, and families. Volunteer opportunities include mentoring, babysitting, overseeing the computer lab, providing transportation for residents who need to go to appointments, and dinner provision.

### **Thrift Store**

The thrift store is a retail store that sells clothing, furniture, and household goods. All proceeds fund the prescription medication program. Volunteer opportunities include merchandising, sorting donations, providing customer service, maintaining the store, assisting staff with donation pickup and delivery, and fixing/lifting furniture.

(This position has Saturday openings.)

### **Center for Life**

The Center for Life helps our clients meet basic medical and health needs. Programs include health education and assistance with applying for government benefits and services. Receptionist needed also.

*Skills:* Basic computer skills, customer service, interaction with clients, answering the telephone (compassion and humor).

### **Pastoral Staff**

Always needed.

A background screening is required to volunteer at IES. You must be 18 years or older.

#### Volunteer Hours

Monday-Friday

830a-1130a

1p-4p

(Thrift Store includes Saturday hours)

**FOR MORE INFORMATION ON THIS AGENCY, PLEASE VISIT THEIR WEBSITE**

<https://iesmarion.org/>