



Distribution Center

Volunteer Job Description



Distribution Center Volunteers

Description

The Distribution Center keeps our various programs, including our thrift stores well stocked. Volunteers enjoy laughter, friendship, and community while ensuring our neighbors have access to high quality goods.

Location

1201 E Maryland St.

General Schedule

Hours are flexible on weekdays between 9 am and 3 pm

Positional Tasks

Donation Sorting

- Process various donations, determine items of value vs items of no value
- Prepare for both thrift stores and other programming
- Hanging, pricing, staging, etc.

Neighbor Services

- Contact neighbors to set up appointments
- Greet neighbors during appointments
- Provide requested items
- Help with record keeping tasks

Skills and Expectations

- An eye for detail and persistence to complete tasks
- A desire to work with a team of like-minded volunteers to accomplish a task
- Vision to provide high quality goods to meet the needs of our neighbors

Onboarding Requirements

Organizational Requirements

- Registration in the Database (including agreement to Safeguarding training and Code of Conduct)
- Sexual Offender Registry Check

Neighbor Services

- Background Check

Questions

Contact the Volunteer Services Team at: volunteers@svdpindy.org

