



Volunteer Role: General Support Volunteer

Time Commitment: A weekly minimum commitment of 2 days, preferable mornings

Requirements To Volunteering:

- Willingness to help with various projects within MVRCCR including but not limited to: assistance with client applications and transportation, errands, administrative support at the front desk, in COMPASS, filing, case file review and apartment setups as necessary.
- Ability to lift 30 lbs and easily lift while using stairs
- Flexibility and willingness to adapt to a fast changing work environment
- Help with special events
- Assist Volunteer Coordinator with new volunteer intake and onboarding and tours of MVRCCR
- Additional languages, always a plus, but not necessary

Role:

The General Support Volunteer will be responsible for assisting the Volunteer Coordinator and all other necessary MVRCCR Staff with various roles and projects, as needed. The volunteer will be assigned regular assignments but will also be expected to fill in roles where needed. Training on various tasks will take place as needed.