



Volunteer Position Description

Position Title: Resource Center Associate

Reports to: Judy Collins

Responsibilities:

- Assist at Thrift Store sorting and organizing clothing, help consumer to select clothing items, validate coupons, handle bagging and check out
- Assist in food bank by sorting and organizing food items and help consumers with selection of food
- Assist with bingo, movies and other activities as requested
- Visit with consumers as requested and appropriate at various times during shift

Qualifications:

- Ability to be respectful of and patient with consumers
- Dependability
- Willingness to take direction and be flexible with job duties
- Commitment to helping individuals with mental illness

Training Required and Provided:

- MHCD Overview
- HIPPA and Pathogens video training
- Understanding Mental Illness orientation
- Other training as necessary, to be determined

Time Commitment: 3-4 hours weekly, on a regular schedule

Benefits:

- Specialized and professional training in working with consumers with mental illness
- Supervision and support from professional staff
- Satisfaction of contributing to the recovery of people with serious mental illness
- Opportunity to be part of a high functioning and successful team