

Southside Survivor Response Center, Inc.

Holiday Helper

This a volunteer opportunity provides assistance during the holiday to community and shelter.

Role: This volunteer opportunity position exist to provide assistance to SSRC event team and community.

Responsibilities:

Assists with tasks related to SSRC sponsored events including, but not limited to:

- Moving and unloading boxes
- Preparing our Christmas tree decoration, and other holidays.
- Organizing toy drives and receiving packages from our donors.
- Sorting through donations and getting packages ready to wrap.
- Sort all the donations to categories.

This position requires attention to detail, strong organizational skills, creative thinking and a passion for the most vulnerable -that their economic condition allow others to not think about them at a time when it should be a joyful season.

Qualifications:

- Completion of volunteer training.
- Must demonstrate strong communication skills. Must be able to speak effectively before groups and with high level donors, and interact constructively and well with others.
- Knowledge of Holidays, and the demand each can bring.
- Self-motivation, initiative and reliability are essential.
- Organization skills.

Physical Demands: The Holiday Helper will often lift and/or move up to 50 pounds and be must able to stand for long periods of time.

Work Environment: The Holiday Helper will be based primarily at the Southside Survivor Response Center, Inc. Advocates office located at 22 East Church Street, Martinsville, Southside Survivor Response Center, Inc. shelter location, with travel to various venues throughout Martinsville.

Assignments may be indoors or outdoors. Weekends and some evenings will be required.

Benefits:

- Receive sexual and domestic violence training and experience.
- Acquire active listening skills and other valuable life skills for personal growth.
- Gain knowledge of area community resources.
- Gain knowledge in event planning with interest in the non-profit sector.
- Service with dedicated volunteers.

I have read the above position description and the attached code of ethics and agree to the responsibilities, qualifications and training requirements listed.

Signature: _____ *Date:* _____

Volunteer Coordinator Signature _____ *Date:* _____

Executive Director Signature _____ *Date:* _____