



Life Services Volunteer Role

Overview of role

This is an exciting opportunity to assist a Community and Family Organization focused on sustainably empowering communities living in inner cities by supporting specific partners and projects. Our focus is on improving both access to and quality of health, family, and education. We take small groups to participate actively in projects we support.

This is a hands-on role that will suit a self-starter, keen to get involved with what we do, able to communicate effectively and willing to tackle a range of tasks.

The successful candidate will have responsibilities across a broad range of activities requiring a mature attitude and a range of skills.

NOTE: This is a volunteer position perfect for someone transitioning in between roles, a college student looking for experience, or someone of retirement looking for somewhere productive to put their time. Very flexible role! We will work around your schedule.

Skills Required

- Motivated, honest with integrity, dependable, and responsible
- Computer Savvy and well organized
- Self-starter with the ability to work unsupervised
- Demonstrable track record in an administrative position
- Ability to communicate clearly and invite support and assistance from others where necessary
- Ability to multi-task and problem solve
- Work with a variety of different backgrounds
- Physical demands can lift up to 50lbs

This volunteer position includes volunteer dates and times on Wednesdays and Thursdays to help set up and break down for Life Services Thursdays. Tasks include:

- Setting out clothes, shoes, household items
- Constructing emergency food boxes and bags
- Separating incoming clothing, shoes, and household donations

Reporting Structure: This volunteer role will work with all members of the team including the founders of the company

Ours of Operation: Hours to volunteer -It's up to you!

- Wednesday 10:00 AM-12:00 PM
- Thursday 3:00 PM-5:00 PM

Location: 7769 2nd Avenue South Birmingham, AL 35206

A background check is required to volunteer.

Further Information and applications: Please write to buildourcommunitywithcare@gmail.com including your resume and any questions you might have. Please place "**Volunteer with CCDN**" in the Subject line.