



Clothing Room

3 hours a week; minimum of a 6 month commitment

1511 E. 11th St.; Loveland, CO 80537 – 970.663.2671, info@birthline Loveland.org

PROGRAM AREA(S): Materials Processing / Client Services

SUPERVISOR / TEAM: Assistant Director – Melonie Fusilier

DESCRIPTION IN BRIEF: The Clothing Room Volunteer helps keep our stock room organized and running smoothly by processing incoming in-kind donations of all sorts – clothing, bottles, toys, strollers, and the like. Items must be cleaned/washed and then placed in the appropriate places – storage bins, racks, boutique room. As Volunteers wish and are trained they may also be utilized for welcoming clients, assisting client check in at the Reception Desk, assisting in materials gifting to clients in the boutique room, and entering data. This Volunteer needs to have good organization and the ability to stand for fairly long periods of time and move moderately heavy items.

NEED:

Within the greater Loveland area there are approximately 1200 unintended pregnancies each year, 200 of which are with teens. There is a need in our community to reach out to those women and couples and give them a message of hope, relationships with which to walk through their decision-making process and early parenting years, and material goods which they will need along the way. Birthline provides those things, and our volunteers help meet these needs in various ways – direct client help, facilities, operations. This position serves the need of Materials Processing and Distribution, and potentially Client Services.

RESPONSIBILITIES / DELIVERABLES:

- Bring in donations, sort, clean, organize.

QUALIFICATIONS / SKILLS:

- Committed Christian and prolife supporter.
- Character traits of integrity, kindness, patience.
- Organization.
- Good people skills.

WORK ENVIRONMENT:

- Friendly staff and volunteer team; fun and collegial environment.
- Sitting, standing, some lifting.

TRAINING / SUPPORT:

- General volunteer training of expectations, logistics, organizational representation, and facilities.
- Standard Background Check required.

TIME REQUIREMENTS:

- **Minimum Time Commitment** – 6 month commitment.
- **Hours/Week** – Approximately 3 hours a week.