



# THE SALVATION ARMY ONTARIO GREAT LAKES DIVISION

## VOLUNTEER POSITION DESCRIPTION

### Volunteer Opportunities Dunnville area

#### Dunnville Community & Family Services

##### Light Administration/Office Work

- Photocopying, filing, data entry, etc.

##### Food Bank sorting and packing (Tuesday - Thursday)

- Sorting, stocking shelves, making bags, checking expiry dates, etc.

##### Food Bank Client Services (Tuesday - Thursday)

- Take client applications, distribute food to clients.

##### Christmas Hamper Client Registration (Monday - Friday/Seasonal)

- Assist with registering clients to receive Christmas Hampers

##### Toy Coordinator

- Sort toys and pack bags for hampers, arrange for toy pick ups

##### Special Events Assistant (Sleep in the Park) (Monday - Friday/Seasonal)

- Assist with marketing event, booking, fund raising, etc.

##### Kettles (seasonal – November and December)

- Man kettles in various locations

##### Food Donation Pick-Up

- Driver to arrange and pick up food from various locations

##### Janitorial

- Cleaning, washing floors, cleaning windows, etc.

**Contact general phone number (905) 774-4251**