

Volunteer Role Profile- General Maintenance Volunteer

Volunteer Status: Short term, long term, on-call, occasional volunteer opportunity

Purpose: Wright County Community Action (WCCA) offers multiple programs to help fight poverty in partnership with the community. Our Food Security program aims to ensure that Wright County families have reliable access to food and know where their next meal will come from. Our thrift shop provides affordable options for everyday needs, such as clothing, household items, kid's clothing and shoes & more. The General Maintenance Volunteer will be the volunteer that provides general assistance to building maintenance, inside and out.

Supervisor: Tammy Prestidge (Food Shelf/Thrift Shop Manager), Alivia Boddie (Volunteer Coordinator)

Duties/Expectations:

- Must be skilled and knowledgeable with basic facility maintenance
- Perform general maintenance related to the interior and exterior of the WCCA Food Shelf and Thrift Shop
- Vacuum, sweep and mop as needed
- Take out the garbage and recycling
- Break down card board boxes
- Sidewalk/side of building/donation box maintenance
- Checking and recording fridge/freezer temps
- Ability to lift 30+ pounds
- Assist on load days (1st & 3rd Tuesday of the Month; 1 PM)
- Assist the day before EF pick up arrives
- Assist on major remodel projects
- Ability to be reached via phone or email with maintenance requests or questions/concerns

Training: As needed

Qualifications:

Good physical health

Ability to lift 30+ pounds

Reliable

Knowledge of basic maintenance skills

Time Commitment:

3 months minimum

1-4 hours per week; varies depending on volunteer availability and building needs

Location: 411 Elm Ave, Waverly, MN

Volunteer Benefits: The General Maintenance Volunteer has an essential role in the overall quality of WCCA's Food Shelf & Thrift Shop. This volunteer is not client based, but will greatly impact the community and those who rely on the services we provide at WCCA.