

Palouse Care™

N E T W O R K

TITLE: Resource Room Helper
REPORTS TO: Resource Coordinator
RANKING: Non-paid Volunteer

PRIMARY FUNCTIONS AND RESPONSIBILITIES

POSITION DESCRIPTION:

Family Resource Room (FRR) Helper processes donations of material goods according to posted guidelines.

Family Resource Room Helper interacts with clients as they “shop” in the FRR. The FRR helper is trained to be aware of PCN and WISH resources and connects clients to Family Resource Coordinator for more assistance.

This position requires a weekly commitment.

Required Training:

Complete level 1 & 2 of Tier Training. View and be familiar with educational resources offered to clients.

Actively participate in recommended ongoing training.

Ongoing mentoring with Resource Coordinator.

COMPETENCY & SKILL REQUIREMENTS

Be a committed Christian, demonstrating a growing personal relationship with Jesus Christ.

Exhibit strong commitment and dedication to the sanctity of all human life.

Agree with and uphold Statement of Faith, Statement of Principle, and Center policies.

Agree with and commit to client confidentiality.

Be teachable, creative, disciplined and willing to adapt to meet client needs.

PERFORMANCE STANDARDS

Sorting, washing, storing or displaying donated items.

Checks FRR for straightening up and replenishing needed items throughout the day.

Look for ways to encourage and support clients.

Be willing to help in the center as needed.