



White Bird Clinic
Eugene, Oregon

CAHOOTS Volunteer Donation Sorter – 155 West A St

UNPAID VOLUNTEER POSITION

(NO INTERACTION WITH CLIENTS OR DATA)

General Volunteer Scope of Duties

Volunteer works with the White Bird Clinic – CAHOOTS office team to receive, document and sort incoming donations.

Volunteer Position Responsibilities:

- Determine quality, sort and label incoming donations
- Communicate with CAHOOTS office staff when clothing supplies are getting low or reaching capacity
- Keep a clean and tidy environment

Required Qualifications:

- Ability to work with minimal supervision
- Experience with sorting clothing donations
- Solo lift and move heavy clothing totes
- Traverse stairs to reach work area
- Pass a background check prior to assuming duties

Preferred Qualifications:

- Experience in trauma-informed care and/or want to provide services to those in need
- Ability to multi-task
- Ability to receive feedback appropriately and compassionately

Volunteer will be trained by and have oversight from the Volunteer Coordinators and the CAHOOTS Program Coordinator.

Volunteer will have the opportunity to attend NBT (New Bird Training).

Hours: 1-3 hours/week

Schedule: Flexible, based on need and volunteer availability.

Reports to: CAHOOTS Program Coordinator and Volunteer Coordinators

Department Coordination/Staff Leadership Responsibilities: No

Agency Summary • *It takes a wide range of amazing people to achieve the mission of White Bird Clinic and to be successful in the work that we do. We provide compassionate humanistic healthcare and supportive services to individuals in our community, so everyone receives the care they need. Our priority is to serve people who are unserved, underinsured, disabled and/or homeless.*

Volunteer Name printed: _____

Volunteer Signature: _____

Date Signed: ___ / ___ / _____

HR Staff Name printed: _____

HR Signature: _____

Date Signed: ___ / ___ / _____