



"Building strong, healthy, self-sufficient families since 1992"

Website: www.fscss.org

201 Capitol Way N. - Downtown Olympia - Corner of State and Capitol Way
PO Box 784, Olympia, WA 98507-0784 Phone: (360) 754-9297 Fax: (360) 528-2004

Volunteer Position: Pear Blossom Place Greeter

Hours: 5:00pm - 7:30pm

Hours Per Week: 2 ½ or more as requested

Summary Volunteer Description:

Act as a greeter at Pear Blossom Place, the largest emergency homeless family shelter in Thurston County. A 3-hour shelter training is provided. All Greeters are scheduled with a second Greeter, and have access to a 24-hour backup for support. Additional office training/support provided.

Duties:

1. Participate in 3 hour volunteer training, and complete a "training" shift at shelter
2. Remain up-to-date on shelter procedures to ensure you obtain list of guests screened for your volunteer shift, have access to shelter and shelter rules, and any special notes or updates needed to keep the shelter safe and secure.
3. Arrive at the shelter 5-10 minutes before shift to receive an update from staff about the day's happenings.
4. Welcome and check in guests on shelter list only, ensuring only those who have been screened in gain entry to the shelter.
5. Assist guests with obtaining needed supplies, following rules, and maintaining a safe and secure shelter.
6. Ensure the shelter doors remain closed and locked at all times, and shelter rules are followed.
7. Note guest arrival times on guest list, and note those who did not show.
8. Answer calls you may receive on the shelter phone from families seeking shelter, and screen families in when space permits.
9. Mediate any minor disputes, and/or attend to minor difficulties among the guests. Call the on-call staff as needed for backup.
10. Keep Family Support Center advised of guest arrivals, no-shows, and a brief summary of shelter activity during shift.
11. Remain at shelter until both Overnight Hosts have arrived, and update Hosts on pertinent information to prepare them for the night.

Qualifications:

1. Must be over the age of 18 with no criminal record.
2. Complete a Volunteer/Intern Application.
3. Must be willing to be in a "No Smoking" facility throughout shift and abstain from smoking.
4. Must be willing to adhere to and enforce shelter rules while meeting the needs of the guests.
5. Must pass criminal background check.

Commitment Expectation:

Commit to at least one shift per month for a minimum of three months.

Contact:

Natalie Moran, Development Director 360-754-9297 x218 nataliem@fscss.org

Our homeless family shelter is staffed 100% by amazing, dedicated, thoughtful volunteers. Without volunteers our shelter doors could not stay open. THANK YOU for considering volunteering with us.

"working together to strengthen all families"

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