



Volunteer Opportunities

Non-Direct Service Volunteer Opportunities

Position: *LACASA Collection Associate Volunteer*

Description: Volunteer Associates are responsible for assisting LACASA Collection management staff in all areas of store operation. Volunteers will be assigned to an area of responsibility by store management staff. Various job responsibilities may include: sorting, organizing donations, tagging and placing merchandise on the sales floor, assisting with inventory/record keeping, running cash register, and assisting management staff in cash register closing. Business Casual dress code encouraged.

Training: Completing LACASA's Core Volunteer Training is encouraged, but not required. A brief orientation is required.

Time Commitment: This position is flexible. The store is open 6 days per week and can include evenings; shifts are 4 hours in duration. A regular shift (once a week or twice a month) is encouraged.

Position: *Reception Desk Volunteer*

Description: Volunteers will be responsible for answering the business phone, greeting guests, and providing general office support. Volunteers may assist with other administrative tasks.

Training: Completing LACASA's Core Volunteer Training is encouraged, but not required. A brief orientation is required.

Time Commitment: Position requires a 4-hour shift (weekly or twice a month) during business hours.

Position: *Shelter & Facility Assistant Volunteer*

Description: Volunteers will be assisting staff to meet needs of shelter clients. This can include light cleaning, gardening, working in the kitchen/pantry, sorting and organizing food, clothing and supplies.

Training: Completing LACASA's Core Volunteer Training is encouraged, but not required. A brief orientation is required.

Time Commitment: This position is flexible, but is typically during business hours.

Position: *Community Outreach Volunteer*

Description: Volunteers may be needed to host an information booth at a community event, help at awareness activities, distributing brochures and posters, participate in a community action group, help at Cinderella's Closet, or other community/fundraising events.

Training: Completing LACASA's Core Volunteer Training is encouraged, but not required. A brief orientation is required.

Time Commitment: Flexible.

Position: *Survivor Speaker's Bureau*

Description: Volunteers who have personal experience with child abuse, domestic violence, or sexual assault are occasionally needed to share their experiences of abuse and healing with the community. These opportunities often coincide with a training session, awareness activity, media story, or fundraising event.

Training: Survivors are encouraged to complete LACASA's Core Volunteer Training, but not required. Volunteers are required to attend a training specifically for Survivor Speaker's Bureau.

Time Commitment: Flexible and as needed – possibly a few times per year.

For questions or to get involved, contact our
Volunteer Coordinator at volunteering@lacasacenter.org



Volunteer Opportunities

Position: *Gleaner's Food Prep Team*

Description: Volunteers are needed each Wednesday afternoon, to help us pick up food and assemble boxes for clients at LACASA. Usually 2-3 volunteers are needed weekly, and this project takes about 2-4 hours. Volunteers pick up food at Gleaners in Howell, bring it back to LACASA Center, and another volunteer or two help assemble boxes based on that week's list of clients. Volunteers may help distribute boxes. If driving, volunteers are required to have a valid Driver's License and vehicle.

Training: Completing LACASA's Core Volunteer Training is encouraged, but not required.

Time Commitment: Flexible, it is a weekly project, but volunteers are asked to sign up for at least one Wednesday every quarter, or more as available.

Position: *Shelter Storage Organization Team*

Description: Volunteers who have a knack for organization are needed to help us regularly maintain a few storage areas within LACASA. Generally, these areas are within the shelter or facility, and are used to store critical items for shelter or SANE clients.

Training: Completing LACASA's Core Volunteer Training is encouraged, but not required.

Time Commitment: Flexible, this is a twice-a-month project, volunteers can sign up for as many or few shifts as they'd like. Day and Time will be determined with you and a supervising staff member, and will always be between Monday-Friday, 8:00am-6:00pm.

Position: *Transportation Team – LACASA Collection*

Description: Volunteers are needed to help transport donation items to and from our store facility to various places, generally other organizations, or our Center. Volunteers are required to have a valid Driver's License and a vehicle. Some walking, lifting, moving involved.

Training: Completing LACASA's Core Volunteer Training is encouraged, but not required.

Time Commitment: We are in need of volunteers Mondays, Wednesdays, and Fridays, at any time between 9:00am-12:00pm for pick up, and drop off at any time that day before 2:00pm.

Position: *Event Committee Volunteer*

Description: Volunteers serve on a committee and are responsible for the organization and successful coordination of the LACASA event along with LACASA event staff. Events may be fundraising or awareness focused – see below for event listing.

Training: Completing LACASA's Core Volunteer Training is encouraged, but not required. A brief orientation is required.

Time Commitment: Monthly committee meetings approximately 6-8 months out of the year and availability during the event.

Position: *Event Volunteer*

Description: Each one of our events could not be pulled off without the help of our volunteers! For each of our fundraising and awareness events, volunteers serve in many capacities – set up, registration, information tabling, serving food, dealing cards, bar service, guest services, tear down, etc. Volunteers sign up utilizing our online site through signup.com.

Training: Training is not required to assist at events; however, a brief orientation may be held.

Time Commitment: Flexible.

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Volunteer Opportunities

LACASA Events & Approximate Time Frames

Cinderella's Closet-Prom Boutique - March
Pinwheels for Prevention - April
Clothesline Project- April
CAP Kids Fair - End of May/Early June
Golf Outing - Mid-June

Garden Tour - Mid-July
Cinderella's Closet-Homecoming - September
Shine the Light Campaign – End of September
Denim & Diamonds – Mid-September/October
Adopt a Family - Mid-December

Remote & Virtual Volunteer Opportunities

Position: *Mask Making*

Description: Volunteers are needed to make and donate cloth masks for clients, volunteers, etc. We are looking to have masks available for anyone coming to our facilities who needs one. Face masks can be in a variety of patterns or designs, as long as they cover nose and mouth—they can be sewn or no-sew type masks. Specific patterns can be provided if needed.

Training Required: None, basic sewing or crafting skills may be helpful.

Time Commitment: Flexible.

Position: *Encouragement Cards*

Description: We are looking for volunteers to create generic encouragement cards and letters which we can give to clients and survivors, or include in critical supplies (food/clothing/goods). Cards should be generic, not too specific, and uplifting. Please avoid religious/political/and too many specifics.

Training Required: None

Time Commitment: Flexible

Direct Service Volunteer Opportunities

Position: *On-Call Response Volunteer (Training Required – Training on Hold)*

Description: Volunteers will be assisting victims of domestic violence and sexual assault by providing intervention, information and support. Volunteers are on call by phone and only respond if an arrest is made. You may be responding to the home, hospital, law enforcement agency or by phone.

Training: Must complete LACASA's Core Volunteer Training and 3-hour on call volunteer training. On the job training & supervision will be provided.

Time Commitment: Minimum of 45 hours per month (three weekday shifts or two weekend shifts) for a minimum of one year.

Position: *Help Line Volunteer (Temporarily on Hold)*

Description: Volunteers will be responsible for providing support to shelter residents and on the help line as needed. Skills required for this position include communication, crisis intervention, organization, record keeping, and basic computer knowledge.

Training Required: Must complete LACASA's Core Volunteer Training and 4-hour helpline center volunteer training (specific to role). On the job training & supervision will be provided.

Time Commitment: Coverage needed Monday through Friday, 8am to 4pm. Volunteers are asked to volunteer for a 4 to 8 hour shift weekly for a minimum of one year.

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Volunteer Opportunities

Position: *Children's Program Volunteer (Temporarily on Hold)*

Description: Volunteers will assist the staff to meet the needs of the children. This position may include providing childcare, assisting with group activities, projects, or providing individual respite.

Training: Must complete LACASA's Core Volunteer Training and additional on the job training.

Time Commitment: This position is flexible, but ideal would be two to four times a month.

Position: *Community Prevention & Education Volunteer (Temporarily on Hold)*

Description: Volunteers in this area assist with the co-facilitation of community based presentations on the issues of child abuse, domestic violence, and/or sexual, assault. Target audiences range from middle and high school youth, to professional groups, to general community members.

Training: Must complete LACASA's Core Volunteer Training as well as on the job training.

Time Commitment: Flexible

Position: *CASA (Court Appointed Special Advocates) Volunteer*

Description: Volunteers are ordinary citizens, specially trained, and appointed by Family Court judges to serve as the voice for children who are in the foster care or family court system in Livingston County. Volunteer will get to know their case by visiting the child(ren) every 7 to 10 days, attend court hearings, provide insight to the judge, and recommend actions in the best interest of the child.

Training: Must complete 30-hour CASA training, offered twice a year.

Time Commitment: Minimum of 15 hours per month; time commitment will vary based on the needs of the case.