

Volunteer Opportunities

Positions & Areas of Service



LACASA
Compassion. Courage. Hope.

LACASA Center | 2895 W. Grand River Ave. | Howell, MI 48843
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Non-Direct Service Opportunities

Store Associate – LACASA Collection

Description: Volunteer Associates at our unique charity boutique are responsible for assisting LACASA Collection management staff in all areas of store operations. Volunteers will be assigned to an area of responsibility by store management staff. Various job responsibilities may include: sorting and organizing donations, tagging and placing merchandise on the sales floor, assisting with inventory/record keeping; running the cash register, and assisting management staff with store closing duties. 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 with the following shift times: 10 a.m. to 2 p.m. / 2 p.m. to 6 p.m.; can be flexible. A regular shift (once a week or twice a month) is encouraged.

Reception Desk Volunteer

Description: Volunteers are 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

Shelter & Facility Assistant Volunteer

Description: Volunteers assist staff to meet the 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

Community Outreach Volunteer

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

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

Time Commitment: Flexible

Survivor Speaker's Bureau

Description: Volunteers who have personal experience with child abuse, domestic violence, or sexual assault are occasionally invited 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.

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 work with another volunteer to help assemble boxes based on that week's list of clients. Volunteers may help distribute boxes. If driving, volunteers are required to have a vehicle and valid Driver's License.

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.

Storage Organization Team

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

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 a.m. – 6 p.m.

LACASA Collection – Transportation Team

Description: Volunteers are needed to help transport donated items to and from our store facility to various places, generally to our Center or to other organizations. Volunteers are required to have a vehicle and valid Driver's License. Some walking, lifting, and 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 a.m. and 12 p.m. for pick-ups, and any time that day before 2 p.m. for drop offs.

Awareness & Fundraising Events

Cinderella's Closet Prom - Spring
Pinwheels for Prevention - April
Clothesline Project - April
Golf Outing - June
Garden Tour Weekend - Mid-July
Cinderella's Closet Homecoming - Fall
Shine the Light Campaign - September
Denim & Diamonds - Fall
Store Holiday Events – Nov & Dec
Adopt a Family - Mid-December

Event Committee Volunteer

Description: Volunteers serve on a committee and are responsible for assisting with the facilitation of a LACASA event along with LACASA event staff. Events may be awareness or fundraising focused.

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

Time Commitment: Monthly committee meetings are held monthly for six-to-eight months out of the year and availability during the event.

Event Volunteer

Description: LACASA events would not be nearly as successful without the help of our volunteers! Event volunteers serve in many capacities, such as setting up for events and decorating the venue; manning guest registration and information tables; assisting at food and beverage areas; organizing raffle and silent auction tables; setting up event directional signage; serving as parking lot attendants, etc. Volunteers sign up for event positions utilizing our online signup.com system.

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

Time Commitment: Flexible

Remote & Virtual Opportunities

Encouragement Writers – Cards

Description: We are looking for volunteers to create generic encouragement cards and notes which we can give to clients and survivors, or tuck inside critical supply packages (food/clothing/goods). Cards should be inspiring, uplifting, and generic (not too specific). We ask that messages be gender neutral and not include any religious or political statements. We will provide you with examples and help guide you on this project.

Training Required: None

Time Commitment: Flexible

Direct Service Opportunities

On-Call Response Volunteer *(Training Required)*

Description: Our On-Call Volunteers assist victims of domestic violence and sexual assault by providing immediate intervention, support, and information about what help and resources are available for victims. Volunteers are notified about on-call cases by phone, and they only respond if a perpetrator arrest has been made and the situation has been deemed safe by law enforcement. On-Call Volunteers may be responding in-person at a hospital, law enforcement agency, or at a victim's home. Some on-call assignments are handled strictly by phone. Each case is unique.

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.

Helpline/Shelter Volunteer *(Training Required)*

Description: Working in our Helpline Center, volunteers answer calls and texts on our 24/7 Helpline and also provide support and assistance for our Crisis Shelter residents as needed. Skills required for this position include strong verbal communication and active listening skills; crisis intervention knowledge; excellent organizational and record keeping abilities; 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, 8 a.m. – 4 p.m. Volunteers are asked to sign up for a 4 to 8 hour shift weekly for a minimum of one year.

Children's Program Volunteer *(Training Required)*

Description: Volunteers will assist the staff to meet the needs of children who receive counseling and advocacy services at LACASA Center. This position may include providing childcare, assisting with children's group activities or special projects, helping with seasonal children's parties, or providing individual respite care.

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.

Community Prevention & Education Volunteer *(Training Required)*

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 and general community members.

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

Time Commitment: Flexible

CASA (Court Appointed Special Advocate) Volunteer *(Training Required)*

Description: Volunteers are ordinary citizens, specially trained by our CASA management team, and appointed by a Family Court Judge to serve as the voice for children who are in the foster care or family court system in Livingston County. Volunteers will get to know their case by visiting the child(ren) every 7 to 10 days, attending court hearings, providing insights to the judge, and recommending actions that are 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.