

### Volunteer Position Description

<b>Position Title</b>	<b>Facility Volunteer</b>
<b>Supervised By/ Reports To</b>	<b>Operations Director, Facilities Manager and as needed to Volunteer Resources Manager</b>
<b>Overview of Position</b>	<b>Provide small-scale handyman services and skills at two Arlington residential shelters. Services also needed include, but are not limited to, electrical wiring, plumbing, painting and carpentry.</b>
<b>Specific Tasks</b>	<ul style="list-style-type: none"><li>• <b>Small house repairs; tighten loose hardware, fix wobbly furniture or sticky door, hang window screens &amp; shelving, replace light fixtures &amp; faucets, caulk/seal gaps in various spots, paint interior walls, unclog toilets, kitchen sink.</b></li></ul>
<b>Time Commitment Required</b>	<b>Preferably 2-3 hours every two weeks but as needed. Regular daytime work hours preferred, though some evening work is acceptable</b>
<b>Physical/Age Requirements</b>	<b>21 years or older, able to work outside, lift 20 lbs. May not be enrolled in Arlington County Public Schools.</b>
<b>Skills/ Education</b>	<b>Must possess broad set of home improvement skills and be able to use wide variety of specialized tools and materials. May need to provide tools.</b>
<b>Experience</b>	<b>Work experience necessary. We value high-quality results.</b>
<b>Training Required</b>	<b>Volunteer Information Night, Application, Confidentiality Statement, Online Training, Background Check required. On- the- job Training</b>
<b>Benefits to the Volunteer</b>	<ul style="list-style-type: none"><li>• <b>Being a part of an award-winning non-profit in NoVA</b></li><li>• <b>Supporting agency mission of working to end homelessness and family and intimate partner violence</b></li><li>• <b>Get fresh air, exercise, and contribute to beautifying Doorways' property &amp; the neighborhood.</b></li></ul>