



VERLAND MEALTIME AND LAUNDRY ASSISTANT VOLUNTEER

Title: Adult Training Facility Mealtime and Laundry Assistant

Reports to: Emily Smolak

Unit: ATF/HSM

We believe that every person deserves a safe, enriching, and stable environment in which to thrive with dignity and respect. Our mission is to provide individualized, innovative care and ongoing support for people in our community with complex physical and intellectual challenges.

POSITION SUMMARY:

Volunteers will assist with set-up and clean-up of snack and mealtimes within the designated mealtime spaces in the Adult Training Facility (ATF). Laundry is completed in the ATF laundry room post-mealtime, including washing, folding and organizing aprons and napkins.

DUTIES & RESPONSIBILITIES:

- Snack time: assist with clean-up of resident-used equipment and utensils, including dishwasher.
- Putting away and organizing equipment and mealtime-specific linens.
- Mealtime: assist with clean-up of resident-used mealtime equipment and chairs alongside Program and Dietary staff members.
- Laundry: transporting linens to and from the designated mealtime areas; running the washers and dryers; folding and organizing mealtime linens; delivering linens.

PERSONAL QUALITIES:

Volunteers should exhibit characteristics of maturity, organization, animal compassion

QUALIFICATIONS & REQUIREMENTS:

- Minimum age of 15 years
- Complete all required clearances

REPORTS TO:

Adult Training Facility Manager

TIME COMMITMENT:

- 2-10+ hours a week
- Monday through Friday only, 8 AM to 4 PM

BENEFITS TO VOLUNTEER:

- Personal satisfaction for providing a necessary service
- Interacting with our residents and staff members
- Social benefits

APPROVED BY EQUESTRIAN THERAPY SUPERVISOR, Chelsea Martinowsky

Signature

Date