

## **Patient Care Volunteers – Clothing Closet**

**Days/Hours:** 3-4 hours per shift, flexible times available; for the setup period twice/week and then once/week ongoing

### **Position Summary:**

1. Liaise with clothing closet coordinator on a regular basis to obtain daily assignment and to provide updates on inventory status, challenges and other matters related to the clothing closet
2. Straighten and re-organize closet regularly
3. Document on prepared spreadsheet and communicate inventory needs to the clothing closet coordinator
4. Sort and organize all donations received and identify items that are not suitable
5. Re-package unsuitable items for pick-up by community organizations and dispose of items deemed as garbage