



# Volunteer Job Descriptions

## Volunteer Jobs:

Cashier: Answer phones, run cash register and provide excellent customer service!

Wing person: Assist our truck driver in picking up and dropping off donated items.

Display Volunteer: To organize and make beautiful displays of our donated items.

Warehouse Volunteer: Help maintain and organize our warehouse to make it safe and easy for customers to shop.

Administrative Assistant: Answer phones, make phone calls, help with data entry, write thank you letters, etc. Help us stay organized!!!

Pricer: Assist staff in pricing donated items.

Skilled Construction Workers: To build shelves and other projects as needed for the store.

"D" Team Members: Supervise and assist in the deconstruction of homes donated to Sea Island Habitat for Humanity.

Electronics Tester: Test our electronics to make sure items are working properly before we put them on the floor.

eBay Auction Volunteer: Research and post items, provide follow-up, and handle transactions.

Experienced Volunteers Needed: Help supervise groups volunteering to do special projects.

## Committee & Board Work:

Marketing Committee

Operations Committee

Volunteer Committee

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The mission of **Sea Island Habitat for Humanity** is to provide affordable housing from James Island to Edisto Island, SC, and to make decent housing a matter of conscience in our community. The **ReStores** are an important part of Sea Island Habitat for Humanity.

Proceeds from the store build 5-7 houses each year! For more information about volunteer, contact the Volunteer Coordinator at the Office:

**2545 Bohicket Road • Johns Island, SC 29455**

**768.0998 ext. 109**

**[volunteer@seaislandhabitat.org](mailto:volunteer@seaislandhabitat.org)**