



## Volunteer Opportunities

### Warehouse Volunteer

Assist with upkeep of warehouse and inventory. We have a significant amount of school and office supplies coming in for our teachers. It is important that all items are stored neatly and as readily accessible as possible. Volunteer may also help with counting in-kind donations.

### Office Assistant Volunteer

Assist with data entry and processing. Experience with computers is a plus! Teacher visits must be logged in our point-of-sale system and database. Assistant will also help with counting and logging in-kind donations.

### Donation Pickup Volunteer

Several businesses are interested in donating to C2C but are unable to drop off their donation at our location. These volunteers will be responsible for visiting various businesses and transporting supplies to the C2C warehouse. Pickups will be arranged based on volunteer time availability.

### Check-Out Volunteer

One of the main jobs at C2C is helping with our check-out process. All teachers who visit our store receive a check-out form where they note the items they take. Check-out volunteers look over these forms to ensure teachers are shopping within the limit. These volunteers also help with bagging/boxing supplies. Check-Out Volunteers are needed every Monday and Thursday as well as some Tuesdays, Wednesdays, and Saturdays.