



Interfaith Clothing Centers

JOB DESCRIPTION: Donor Greeter

What the Interfaith Clothing Center does:

Every year 15,000 clients rely on the Interfaith Clothing Centers to help them live better and reach self-sufficiency. As an Interfaith Clothing Center Volunteer your work is about much more than greeting donors or sorting through merchandise -- it's about helping Montgomery County's low-income residents live better. We do this through the value we offer in our merchandise, and the values we practice everyday in our work.

To work at the Interfaith Clothing Centers is to help fulfill this important mission. It is also an opportunity to be a part of the volunteer family that has always been the backbone of our program.

Being an Interfaith Clothing Center Volunteer means being part of a unique program that enables county residents to utilize their scarce financial resources for other pressing needs such as rent, food, and healthcare.

Join us today and become part of our legacy!

What you do:

→ Welcome & Greet Donors:

Be ready at the Donor Door -

- o Promptly assist donors as they drive up.
- o Welcome each donor with an acknowledging "Hello" and "May I help you with your donations?"

→ Accept Donations/Assist Donors:

Retrieve donations from donors -

- o Remove items from the donor's vehicle.
- o Hand the Donor Log to each donor and ask the donor to fill it in.
- o Provide donors with Interfaith Works/ICC material as applicable.
- o Hand and explain the Donation Receipt to each donor.

→ Thank Donors:

Ensure that each donor feels appreciated -

- o Thank each donor for supporting the clothing centers.
- o Ask each donor "How else may I assist you today?"
- o Walk the donor back to her/his vehicle.