



**HALDIMAND & NORFOLK WOMEN'S SERVICES  
VOLUNTEER JOB DESCRIPTION  
DONATION VOLUNTEER**

**RESPONSIBLE TO:** Community Engagement Coordinator

**SUMMARY OF POSITION:** Donation Volunteers sort, organize, and distribute donated goods including clothing, household items, and essentials to residents who need them most.

**RESPONSIBILITIES:**

- Sort and organize donations according to needs
- Ensure donation room and garage is kept in a clean and tidy manner
- General donation related tasks requested
- If required – assistance in packaging birthday gifts and/or with the annual Holiday Toy program

**QUALIFICATIONS:**

- 16 years of age (minimum)
- Ability to maintain confidentiality
- Willingness to learn the effects of abuse on the lives of women and children
- Ability to work with/without supervision
- Ability to work in a non-discriminatory environment

**BENEFITS:**

- The satisfaction of knowing you are doing important work
- Training and experience that can be included on a resume
- An understanding of gender-based violence from a feminist perspective
- Positively impacting the lives of survivors of abuse and their children

**TIME COMMITMENT:**

- One year commitment
- Flexibility in hours and monthly time commitment
- Availability short notice is an asset

**WORKSITE:** Haldimand & Norfolk Women's Services



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**NOTE:**

If interested, please fill out the application form on the HNWS website:

[www.hnws.on.ca/volunteer/](http://www.hnws.on.ca/volunteer/)

**FOR FURTHER INFORMATION CONTACT:**

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