

Mercy House is a nonprofit 501(c)3 organization whose mission is to be the leader in ending homelessness by providing a unique system of dignified housing alternatives, programs, and supportive services.

Position Title: Evening Volunteer

Evening Shift: 5:00pm-8:00pm

Reports to: Volunteer Coordinator, Site Leader or Armory Program Manager

Purpose: Mercy House is looking for volunteers to assist at the Orange County Armory Emergency Shelter Program. The purpose of the Armory Program is to provide up to 400 beds per night for homeless in Fullerton and Santa Ana.

****Please note that there currently is no opening date for the shelters but we will advise you when that date is determined.**

Major Duties:

1. Set out & clean sleeping mats
2. Set up tables for client registration and food
3. Set out snacks, prepare drinks (coffee & Kool-Aid) and serve dinner
4. Organize and set up donations of clothing on the tables and in the storage bin
5. Pass out hygiene items
6. Help sign in clients at tables
7. Help direct lines to donations and food
8. Clean up and break down volunteer stations

Skills and Qualifications:

- Must be very reliable
- Have good communication skills
- Ability to bend, squat and lift at least 15 lbs.
- Must be willing to volunteer and interact with people who come from different backgrounds and lifestyles

Time Commitment:

- Volunteers are needed 7 days per week. 3 hours per shift. We ask that volunteers make a weekly commitment, if possible.
 - We have two shifts available:
 1. 5:00pm-8:00pm (15 Volunteers in Fullerton & 15 Volunteers in Santa Ana)
 2. 5:00 am-7:00am (5 Volunteers in Fullerton & 5 Volunteers in Santa Ana)

Age Restriction:

- Volunteers must be at least 10 years of age. Any volunteer under 18 must be accompanied by an adult or guardian. Please note that the guardian would also need to register as a volunteer for that evening. One adult needs to be present for every three minors.

Benefit to Volunteering:

- Recommendation letters
- Human services and on the job experience
- Knowledge that you have given back to your community and are helping to make your corner of the world a better place

Please Contact Lauren Celaya, Community Resource Coordinator, at 714-836-7188 X 128 or laurenc@mercyhouse.net for more information on volunteering at the Armory.

To sign up for this opportunity please visit: <http://volunteerup.com/Login.asp?o=&ru=%2FProjectCal%2Easp>

For other general volunteer inquiries within Mercy House please contact Marissa Norys at 714-836-7188 X 112 or marissan@mercyhouse.net or visit our website: www.mercyhouse.net