



## **Volunteer Job Description**

### **Boutique**

#### **About The Mustard Seed**

The Mustard Seed is a non-profit organization devoted to fighting hunger and restoring faith in Greater Victoria. We provide many crucial services for people in need. From food to friendship, we aim to meet the physical, relational, and spiritual needs of the whole person. Our operations are nearly 100 percent community funded; these include the region's largest and most accessible Food Bank, the Food Security Distribution Centre serving 60+ organizations in the capital region, Family back-to-school and Christmas supports, Hospitality programs, services at Hope Farm Healing Centre as well as Church services.

#### **Job Summary**

The Mustard Seed's hospitality volunteers work on the frontlines of community outreach. They are the individuals who are directly interacting with the people we serve, providing bread, pastries, coffee and other drinks, and hot lunches to hungry people every day, as well as operating our clothing boutique and our brand-new laundry facilities. The boutique volunteers are the friendly faces facilitating the sharing of new and used clothing with individuals and families in need, helping clients to determine what their needs are and helping them to find whatever clothing we have that will fit those needs. It is important for volunteers in the boutique to be open and welcoming and to provide a space where individuals and families feel valued and heard. This means that although much of this role does consist of independent, solo work it is also important to have good communication skills and a desire for social connection.

#### **Key Responsibilities**

- Sorting, hanging and organizing clothing
- Handing out clothing to clients & discussing their clothing needs one-on-one
- Maintaining & organizing storage spaces
- Basic cleaning (sweeping, mopping, etc.) as needed

#### **Required Training/Skills**

- Acceptable criminal record check
- Ability & willingness to stand and walk for long periods of time
- Must be consistent & reliable
- Must be comfortable interacting with people
- Must be patient & non-judgmental
- Must be able to work independently with little direction, while also being receptive & understanding of directions when given
- Must have good communication skills & be willing to ask for help when needed
- Must be flexible and able to prioritize tasks
- Must have good communication skills

#### **Benefits**

- Positive community impact
- Social connection & a sense of being part of a community
- The knowledge that you are helping to provide a solution for local food insecurity
- Experience interacting with people of all different walks of life
- Potentially expanded capacity for empathy
- Lunch provided by the Mustard Seed's own chef

**Reporting to:** Melanie Ihmels & Jennifer Sharlow

**Length of Commitment:** Minimum of 6 months

**Probationary Period:** 2 shifts

**Hours:** one shift per week, between 8:30am-1:00pm Mon-Fri, with some flexibility.

**Location:** 625 Queens Ave, Victoria BC

**Position Created On:**

**For more information contact:**

Claudia Rezende – Volunteer Manager

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