



Volunteer Job Description

Clothing 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

- Directly support individuals and families in need by providing essential clothing and fostering a welcoming environment.
- Engage with diverse community members, build relationships, and enhance interpersonal skills.
- Improve communication, organization, and problem-solving skills while working independently and as part of a team.
- Gain valuable experience in community outreach, hospitality, and nonprofit operations.
- Experience the satisfaction of making a tangible difference in people's lives every day.
- Lunches are available.
- Unlimited coffee.

Reporting to: Hospitality Managers

Length of Commitment: Minimum of 6 months

Probationary Period: 3 months

Hours: one shift per week, from 8:30am-1:30pm Mon-Fri with some flexibility

Location: 625 Queens Ave , Victoria

Position Created On:

For more information contact:

Samuel Martel – Volunteer Manager

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www.mustardseed.ca