

## Volunteer Job Description

<b>Job Title:</b>	Facility Support	<b>Department/Group:</b>	King House
<b>Location:</b>	2210 Garfield Street Clinton, IA 52732	<b>Travel Required:</b>	No
<b>Level/Salary Range:</b>	Unpaid	<b>Position Type:</b>	Volunteer
<b>Contact:</b>	Gabe Gluba or Laurel Merrick	<b>Will Train Applicant(s):</b>	Yes
<b>External posting URL:</b>	Click here to enter text.		
<b>Applications Accepted By:</b>			
E-mail: <a href="mailto:ggluba@asac.us">ggluba@asac.us</a> Subject Line: King House Maintenance Support <p style="text-align: center;">OR</p> E-MAIL: <a href="mailto:volunteers@asac.us">volunteers@asac.us</a> Subject Line: King House Maintenance Support <b>Attention:</b> Laurel Merrick		<b>MAIL:</b> ASAC Attn: Laurel Merrick 3601 16 <sup>th</sup> Avenue SW Cedar Rapids, IA 52404 <p style="text-align: center;">OR</p> ASAC's King House Gabe Gluba 2210 Garfield Street Clinton, IA 52732	
<b>Job Description</b>			
<p><b>ROLE AND RESPONSIBILITIES</b></p> <p>Volunteer(s) needed one or more days a week; anytime between 8am – 9pm for the following duties:</p> <ul style="list-style-type: none"> <li>• General cleaning; washing windows, sweeping floors, walking grounds for trash pick-up, vacuuming</li> <li>• Help with preventative facility issues</li> <li>• Trash removal, special cleaning projects</li> <li>• May work with program staff doing supervised , general labor</li> </ul> <p>Role will require some walking, bending, and carrying depending on duties assigned</p> <p><b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Volunteers should like working with their hands.</li> <li>• Helpful to have general knowledge of using cleaning equipment.</li> <li>• Ability to pass a background check</li> </ul> <p><b>PREFERRED SKILLS</b></p> <ul style="list-style-type: none"> <li>• Some experience with cleaning windows, floors, sweeping</li> <li>• Some experience with hand tools and specialty tools</li> </ul>			