**WAREHOUSE TEAM**

The Warehouse Team helps organize our warehouse, receive large donations, and prepare items for new families.

**Reports to:** Resettlement Manager

**Location:** Off-site

**Time Commitment:** 3 - 6 month minimum, 1 day per week, 3-4 hours

**Duties and Responsibilities:**

* Works one 3-4 hour shift with team per week
* Pick up donated items and items lists from World Relief Office
* Bring items to warehouse to organize
* Receive larger dropped off donations at the warehouse during shift
* Collect items for families who will be moving into permanent housing

**Skills and Qualifications:**

* Able to Lift 10+ lbs
* Willing and able to drive box truck is preferred
* Weekday, day time availability and flexible schedule required—we often only have a day or two of notice for moving a family into their apartment
* Must pass a background and driving check through Sterling Volunteers

**Orientation and Training Requirements:**

* General World Relief Orientation (2 hours)
* Box truck orientation and training, if you will be driving box truck(1 hour)