

## FRIENDSHIP PARTNER

### Goal

Meets with our clients one-on-one by helping them resettle in their new home while building a mutually transformative relationship.

### Duties and Responsibilities

- Assist a family/individual resettle in their new homes by helping them open a bank account, teaching them how to grocery shop, or helping them apply for jobs.
- Be intentional in spending relational time with the family/individual by having a meal together, taking them on an outing, or playing a game together.

### Secondary Responsibilities

- Complete all onboarding steps in the Volunteer Portal:
  - Background Check – *5 mins*
  - Local Live Orientation – *1.5 hrs*
  - E-Learning – *45 mins*
  - References – *2 mins*
- Review confidentiality and policies in the National Volunteer Handbook
- Log hours via Track it Forward
- Report any concerns or conflicts to Volunteer Coordinator

### Time Requirements

Volunteers are asked to meet with the family/individual 3-4 times a month for 6 months.

### Location

Location varies due to the need at the time. Volunteers and clients have the freedom to meet in one another's homes or go into their community.

### Skills & Qualifications

This opportunity is best suited for one who is adaptable, can be flexible in their schedule, and desires to serve the most vulnerable. You must be comfortable teaching and have general knowledge of day-to-day responsibilities.

### Orientation & Training

In addition to onboarding, the Volunteer Coordinator offers one-on-one Friendship Partner training with volunteers upon commitment. The training will go over first day expectations, answer questions, and talk through practical ways to help the client. The volunteer will also receive a resource packet after the training.