



## GOOD SHEPHERD MINISTRIES

GOOD SHEPHERD CENTRE  
412 Queen Street East  
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[www.goodshepherd.ca](http://www.goodshepherd.ca)

### CLOTHING ROOM ATTENDANT

#### **PURPOSE:**

- Responsible for distributing clothing, toiletries, and towels to clients and organizing clothing donations received

#### **REPORTS TO:**

- Drop-In Worker on duty

#### **QUALIFICATIONS:**

- Customer service skills
- Conflict management
- Ability to make decisions in high energy environments
- Ability to take direction from supervisor
- Sensitivity, compassion and patience

#### **DUTIES:**

- Distribution of clothing to clients, yielding one item of a particular article of clothing per client
- Distribution of personal hygiene products to clients
- Distribution of shower items e.g. towels
- Track all items distributed
- Sort and organize clothing donations as needed

#### **TIME COMMITMENT:**

- Minimum of one shift per week
- 9:00am-11:00am

#### **TERM OF APPOINTMENT:**

- Ongoing

All volunteers are expected to uphold Good Shepherd Ministries' mission, vision, and values while adhering to Good Shepherd Ministries' volunteer guidelines & code of conduct, confidentiality agreement, and health and safety policies and procedures.