



MINNESOTA COUNCIL OF CHURCHES  
refugee services

## Volunteer Position Description

(612) 230-3219 • [rsvolunteers@mnchurches.org](mailto:rsvolunteers@mnchurches.org)

**Position Title:** Donation Driver

**Position Description:** Obtaining enough furniture for a new apartment is difficult for refugees, but moving it in can present an even greater challenge! Delivering a new bed or kitchen table makes a significant difference in a refugee's life, empowering him/ her with a sense of ownership and autonomy. Donation Drivers pick up furniture that has been offered to Refugee Services and deliver it either to clients' homes or Refugee Services' storage space.

**Training:** Drivers will receive a general volunteer orientation about Refugee Services with the Volunteer Coordinator. The Volunteer Coordinator and Driver will meet separately to discuss Refugee Services' donation policy and determine scheduling.

**Supervision:** The Volunteer Coordinator will check in with the Donation Drivers periodically to check availability and schedule pick-ups and drop-offs.

**Time Commitment:** Donation Drivers work as their schedule permits. Because the influx of donations and the needs of refugee families vary over time, the Volunteer Coordinator will be in contact with Donation Drivers periodically to check their availability, as well as their proximity to pick-up and drop-off sites. Donation Drivers who wish to set a particular schedule (e.g. every Wednesday evening from 6-9) are welcome to do so. A pick-up and delivery tends to take 1-2.5 hours on average. Donation Drivers may work days, evenings, or weekends.

**Location:** Refugee Services is located in the Minnesota Church Center, located in 122 W. Franklin Avenue in South Minneapolis. Donation Drivers may work in any part of the metro area. Sometimes donations will need to be dropped off at the Refugee Services' furniture storage garage, located at 5404 Stevens Avenue in South Minneapolis (a key will be provided).

**Qualifications:**

- Ability to interact and communicate respectfully with people who may have limited English
- Ability to lift heavy objects safely
- A driving background check
- Auto insurance
- Good judgment regarding their own safety
- Access to a truck and/or trailer is ideal but not required

To apply, please contact the Volunteer Coordinator at [rsvolunteers@mnchurches.org](mailto:rsvolunteers@mnchurches.org).