



Cape Ann Animal Aid

Christopher Cutler Rich
A N I M A L S H E L T E R

VOLUNTEER JOB DESCRIPTION BED, BATH, AND BEYOND



REPORTS TO: Community Outreach Coordinator

POSITION FUNCTION: Assists in the prevention of disease spread by laundering, folding, and restocking toys, linens, and towels. Also assists in donation sorting and distribution.

TIME COMMITMENT & LOCATION: Must commit to weekly 1 hour shift for a minimum of 6 months.

CORE RESPONSIBILITIES:

- Assist in daily laundry: Washing, drying, and folding
- Restock food prep and cat scullery with clean laundry
- Sort through donations in bin outside laundry room
- Sort into keep, donate, and toss items
- Drop off donations not useable in shelter at food pantry

QUALIFICATIONS & REQUIREMENTS:

- Must complete 2 Jumpstarters
- Must be able to lift 30 pounds
- Ability to follow specific instructions from staff
- Enjoys engaging with CAAA visitors, volunteers, founders, and staff
- Commitment to the philosophy of CAAA practices and policies
- Must be at least 16 years of age to volunteer for this position
- Track and input hours worked into the CAAA database
- Regular access to email to receive updates