

Offsite Donations Retriever

Job Description

(October 2021)

Duties:

1. Respond to callers who need pick up of volume donations.
2. Arrange pick up appointments, which might be in the evenings or weekends.
3. Pick up donations and return to FOL sorting room.
4. Alert Donations Manager, as needed.

Abilities:

1. Possess vehicle for retrieval in Davis (and beyond, by agreement).
2. Ability to bend over, stretch, and lift boxes. [Sorting Room dolly may be used for retrieval, as available (not during sales/sale set up or break down).]

Reports to: Donations Manager

Thanks for volunteering for the Friends of the Davis Library!!!!
We think you'll enjoy working with us on this valuable community asset.