

## *City Rescue Mission of Lansing Volunteer Opportunities*

Not all opportunities are available at all times; positions may be filled and some opportunities are seasonal.

### **Women and Children's Shelter – 2216 South Cedar St, Lansing**

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#### **Morning Check-out Volunteer - *individual opportunity, women only***

**What:** Assist day shelter coordinator with the morning check-out process. Greet shelter guests, retrieve room keys, assist staff with giving and collecting guest's secure items, etc.

**Time:** 7:00 a.m. - 9:00 a.m. Monday – Friday; OR 8 a.m. – 10 a.m. Saturday - Sunday

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#### **Cleaning - *individual opportunity, men and women***

**What:** Assist maintenance staff by cleaning bathrooms and other common areas.

**Time:** 9:00 a.m. - 4:00 p.m. (one or multiple hours)

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#### **Day Shelter Volunteer- *individual opportunity, women only***

**What:** Help day shelter staff with the daily running of the day shelter. Answer phones, escort guests to do their laundry, help with house laundry, fold and distribute guest's daily linens, conduct room checks to make sure beds are made and rooms are straightened, clean beds and drawers when a guest leaves, organize personal needs and/or linen items in the lower level storage areas, restock supplies in floor closets, clean various common areas, and other general duties or projects.

**Time:** 9:00 a.m. – 12:00 p.m.

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#### **Infant Care – *individual or very small group opportunity, men or women***

**What:** Assist staff with children while the women are in chapel. Helps watch infants and younger children (4 and under). Help clean up play area before leaving. No diaper changing.

**Time:** Evening: 7:15 p.m. – 8:00 p.m.

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#### **Meal Server (Breakfast) - *individual opportunity, women only***

**What:** Assist staff person with the set up, serving, supervision, and clean up of the cafeteria.

**Time:** 7:30 a.m. – 9 a.m.

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#### **Meal Server/clean-up (Evening) - *individual or small group opportunity, men or women***

**What:** Help the kitchen staff serve dinner. Help clean up after serving the meal. *Please note, meal service group opportunities are very limited at this time. Children must be 7 years of age or older.*

**Time:** Dinner: 5:30 p.m. – 7:30 p.m. (May stay longer to clean-up cafeteria.)

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#### **Evening Check-in Volunteer- *individual opportunity, women only***

**What:** Assist staff with the evening check-in process. Greet shelter guests, hand-out room keys, assist staff with giving and collecting guest's secure items, and other general duties or projects.

**Time:** 4:00 p.m. – 6:00 p.m.

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#### **Evening Shelter Volunteer- *individual opportunity, women only***

**What:** Help evening shelter staff with the daily running of the night shelter. Assist staff with processing new guest's belongings, clean beds and drawers after guest leaves, help with house laundry, fold and distribute guest's daily linens, organize personal needs and/or linen items in the lower level storage areas, restock supplies in floor closets, clean various common areas, watch children with staff during chapel, and other general duties or projects.

**Time:** 6:00 p.m. - 9:00 p.m.

## Mission Michigan Avenue Center – 607 East Michigan Ave, Lansing

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### **Meal Server (Breakfast) - *individual opportunity, men only***

**What:** Assist staff person with the set up, serving, supervision, and clean up of the cafeteria.

**Time:** 6:00 a.m. – 8 a.m.

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### **Meal Server (Dinner) - *individual or small group opportunity, men or women***

**What:** Help the kitchen staff serve lunch or dinner. *Please note, meal service group opportunities are very limited at this time. Children must be 7 years of age or older and accompanied with a parent.*

**Time:** Dinner: 7:15 p.m. – 8:00 p.m.

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## City Rescue Mission Upscale Thrift – 3700 W. Saginaw, Lansing

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### **Donation Sorters – *individuals or small - large group opportunity***

**What:** Sort donations at City Rescue Mission Upscale Thrift. *We are able to accommodate up to 15 volunteers at a time at this location. Children must be 10 years of age or older.*

**Time:** Monday - Saturday: 10:30 a.m. – 7:30 p.m. *You may choose your time in/out.*

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### **Research Specialist - *individual opportunity, men and women***

**What:** Assist with pricing valuable items, books, and antiques. Must be knowledgeable in this area to help determine if an item may be of particular interest and worth. A computer will be available to you for research purposes.

**Time:** Monday - Saturday: 10:30 a.m. – 7:30 p.m. *You may choose your time in/out.*

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## Off-Site Kitchen – 608 W. Saginaw, Lansing

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### **Food Service Assistant - *individual opportunity, men and women***

**What:** Assist kitchen staff with food prep. All meals are prepared and cooked at our off-site kitchen and catered to our two shelters. We do require kitchen experience.

**Time:** Monday – Friday: 10:00 a.m. – 1:00 p.m. and 1:00 p.m. – 4:00 p.m.

Saturday and Sunday: 9:30 a.m. – 10:30 a.m. and 1:30 p.m. – 4:00 p.m.

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## The Outreach – 601 N. Larch, Lansing

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### **Drop-in Center Assistant - *individual opportunity, men and women, or a couple***

**What:** Assist staff and guests with intake or wake-up, begin laundry, clean facility, organize store rooms, etc.

**Times:** 6 a.m. – 8 a.m.

6 p.m. – 9 p.m.

9 p.m. – 12 a.m.