



The Society of St. Vincent de Paul
of Contra Costa County

VOLUNTEER OPPORTUNITY

DONATIONS ATTENDANT-JOB DESCRIPTION

1. Greet donors at donations door and thank them for their donation.
2. Politely do a quick scan of donations for unacceptable items using SVdP donations policy guide
3. Give donor donation receipt and thank them, again, for their donation
4. Do pre-sort of donations and take acceptable items to the proper station
5. Items found that are unacceptable during the pre-sort are to be set aside for disposal