



VOLUNTEER POSITION DESCRIPTION GENERAL OPERATIONS

TITLE:

Maintenance Technician GO-MT

MAJOR OBJECTIVE:

To provide assistance to the Director of Operations when regular building maintenance or special projects arise.

RESPONSIBILITIES:

1. Following established procedures and protocols
2. Assist with painting, grounds maintenance or any other special project or repairs that may arise

QUALIFICATIONS:

1. Good communication and listening skills
2. Willingness to take initiative
3. Is handy or desire to be handy!
- 4.
5. Minimum 16 years of age

TRAINING:

1. Attend MSRPAC's volunteer general informational session
2. Interview with Volunteer Services Manager or designee
3. On the job training with the Director of Operations

TIME AND PLACE:

Shifts available during regular hours of operation.

COMMITMENT:

Minimum of one hour per week for six months

SUPERVISION:

Direct supervision by the Director of Operations. Indirect supervision by the Volunteer Services manager or coordinator.

BENEFITS:

1. Continuing Education
2. Recognition events

3. Volunteer newsletter
4. 10% discount at Critter Corner Pet Store
5. Personal fulfillment
6. Licks, wags and purrs!