

Quick Fix Volunteer Job Description

Purpose:	To assist clients in repairing small maintenance or technology problems in their homes, help in cleaning out closets and organizing paperwork
Duties:	May include any or all listed below: <ul style="list-style-type: none">• Assemble small furniture• Change light bulbs• Clean out closets• Fix leaky faucets or toilets• Help organize papers• Hang pictures• Change smoke detector's batteries• Help set up new phone• Other small jobs as requested
Expectations:	All volunteers are expected to stay within the boundaries of their role, maintain client confidentiality, and abide by the policies stated in the JFCS Volunteer Handbook.
Time Required:	Visits are scheduled as needed.
Location:	Visits will take place in clients' homes in Minneapolis and surrounding suburbs.
Qualifications:	Experience in home repair on a professional or personal level. Desire to help older adults.
Benefits:	Fulfilling client's needs to be in a safe environment Creating positive relationships with older adults Reimbursement for repair expenses
Supervision:	JFCS Senior Services Case Manager the client is assigned to.

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