



Hope's Closet Price Tag Volunteer

Mission: New Life Center's mission is to help eliminate domestic and sexual violence through support services, education, and expertise.

Purpose: The Hope's Closet Price Tag Volunteer plays a vital role in supplying Hope's Closet with price tags used on a daily basis. The Price Tag Volunteer individually cuts out each price tag used in Hope's Closet large clothing section. The position can be done in-person at the store or completed remotely.

Hope's Closet
415 N Litchfield Road
Goodyear, AZ 85338
Tuesday-Saturday
10:00 AM- 5:00 PM
Donations accepted 10:00 AM- 3:00 PM

Hope's Closet is a thrift store owned and operated by New Life Center. It serves two important purposes crucial to our work with domestic violence survivors. First, every child and adult seeking refuge at New Life Center's emergency shelter has access to items in the store completely free of charge. Second, all proceeds from Hope's Closet are used to support New Life Center's shelter operations.

Potential Duties:

- Print price tags on specific colors of cardstock paper utilizing the correct price tag template
 - Tag colors are WHITE, BRIGHT GREEN, YELLOW, BRIGHT ORANGE
- Cut out each price tag individually in a professional and consistent format
- Organize tags by color and store in ziploc bags
- If completing remotely, deliver price tags during Hope's Closet business hours
- Log volunteer hours
- Carries out all duties with safety and efficiency
- Communicate concerns to Store Manager
- Adhere to all policies regarding participant/program confidentiality
- Perform other duties as assigned and needed

Qualifications:

- Ability to print price tags on **cardstock**



- Access to supplies (scissors, printer, cardstock, etc.)
- Regular and consistent involvement
- Strong attention to detail as this requires precision
- Ability to drop off price tags at Hope's Closet

Requirements:

- Volunteer Application
- Handbook and Policy Acknowledgement Forms

Commitment:

- Preferred commitment detailed below:
 - At least 50 sheets of tags per month
 - Can be done at Hope's Closet or remotely
- If unable to meet the minimum commitment requirements, please provide context to the Volunteer Services Manager.

Training: N/A

Supervisor: Hope's Closet Store Manager & Volunteer Services Manager