



**KENDALL COUNTY
WOMEN'S SHELTER**

A Safe Place

**DIRECT SERVICE
VOLUNTEER**

VOLUNTEER ADVOCATE/ OVERNIGHT ADVOCATE

Volunteering Location

Shelter

Required Training

Kendall County Women's Shelter Orientation

20 hour Advocate Training

Shelter Tour

Preferred Qualifications

Human services, Medical, or Mental Health Background.

Role Description

Volunteer will be trained in a manner very similar to staff. Volunteer Advocate is responsible for all advocate duties at the shelter including answering the phone, gate calls, and front door. Volunteer will be responsible for addressing client requests and interacting with Clients in a similar manner as staff. Volunteer may help with other duties as needed such as cleaning, childcare and other general Shelter upkeep.

This position is fairly active and will require some availability during normal business hours, but preferred hours of availability would be evenings, overnights and weekends. Preferred availability would be 4-8 hours each week, but Volunteer schedule is flexible. Volunteer may also be called to cover the shelter for staff for the purpose of meetings/training or time when staff coverage is short.

