



ADMINISTRATIVE OFFICES & SOUTH BAY PROGRAMS

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PENINSULA PROGRAMS

P.O. Box 702
Palo Alto, California 94302

Volunteer Opportunities 2011

Food Service – Our food service department needs cheerful and friendly volunteers to assist in the day-to-day operations of our meal programs.

Positions available | Hospitality, Kitchen Crew, Kitchen Supervisor, Meal Prep/Server Food Program Assistant, Meal Provider

Instructional/Education – We are always looking for volunteers to share their wealth of knowledge and skills with our clients.

Positions available | After-School Tutor, Childcare Assistant, Computer Instructor/Trainer, Computer Lab Monitor, Job Coach, Workshop Host

Program Support – With numerous programs in existence at InnVision, there is always a great need for volunteers to help support these programs!

Positions available | Donation Depot Assistant, Emergency Food Pantry Assistant, Palo Alto Clothes Closet Assistant, Palo Alto Food Closet Assistant, Produce Market Assistant

Host a Donation/Food Drive! – We are always in need of diapers, food, high quality clothing/shoes, houseware, linens, toiletries, & new toys for our clients.

Help host a donation/ food drive that will make a difference in our community!

Administrative Support – We welcome organized and amiable volunteers to assist with administrative tasks in our administration offices.

Positions Available | Data Entry, Front Desk /Receptionist, Office Assistant, Public Relations Assistant

Maintenance Support – There is always need for energetic and diligent volunteers to assist in caring for our beautiful facilities.

Positions Available | Gardening/Cleaning, Home Improvement Projects, Interior/Exterior Painting, Landscaping

Seasonal Programs – Help us reach out to the community during our seasonal activities by volunteering your time and talent.

Positions Available | Fundraising Events, Holiday Toy & Teen Shop, Summer Camp

Group Projects – Bring your church, club, corporation, organization, scout troop, school, etc... and volunteer together to make a difference!

Professional Volunteers – Offer your time and skills to develop our clients and programs!

Positions Available | Certified Counseling, Fitness Instruction, Job Development, Tax Preparation, Tech Support

Please fill out an **ONLINE VOLUNTEER APPLICATION** at www.InnVision.org.
Applications will be processed within one week.

For more information, please contact our Volunteer Coordinator at
volunteers@innvision.org or at (408) 380-8707

www.INNVISION.org