



Greater Ottawa

Habitat for Humanity®

Habitat pour l'humanité®

La Grande Région d'Ottawa

Volunteer Position: ReStore Truck Assistant

Purpose: Volunteers help in the ReStore truck with assistant with donation pickups. This support allows Habitat Greater Ottawa to raise funds to cover the affiliate's operational costs and build homes in the community.

Time Commitment: 8-16 hours every week/biweekly

Position Duties:

- Assist Habitat GO Truck Drivers to pick up donated items in a timely and professional manner.
- Assess donated items to determine acceptability in accordance with Habitat GO ReStore guidelines.
- Provide friendly, knowledgeable information to donors about Habitat for Humanity GO and the ReStore mission.
- Support operations at the Distribution Hub, including sorting, organizing, and pricing donated materials.
- Work collaboratively with truck drivers, volunteers, and ReStore staff to ensure smooth donation operations.
- Assist with heavy lifting and customer loading when needed.
- Adhere to all health and safety standards and organizational procedures.

Qualifications and Skills:

- Understanding of the Habitat for Humanity philosophy and the desire to promote it
- Previous experience working in retail is an asset but not mandatory
- Previous carpentry experience is an asset but not mandatory
- Ability to work with a team and independently
- Ability to effectively communicate with customers
- Ability to lift and unload heavy items

Important to Note: Volunteers must be a minimum of 16 years of age. Volunteer Orientation and Safety Training is mandatory for new volunteers. All ReStore volunteers must provide and wear their own CSA approved steel toe boots.

Position Benefits:

- Use professional skills in a volunteer capacity
- Satisfaction of contributing to Habitat Greater Ottawa's mission
- Training development

For more information and to apply please contact Julie Chatelain:

volunteer@habitatgo.com or 613-749-9950 ext. 229.