



P.O. Box 26182 • Lansing, MI 48909
517.483.6680
www.TriCountyTRIAD.org

A 501(c)(3) Nonprofit Organization

Volunteer Position Description- Stocking Leader

Tri-County TRIAD is excited for the 18th annual No Senior Without Christmas (NSWC) event coming up December 6, 2018. This beloved event would not be the success it is without the dedicated volunteers, law enforcement, and fire personnel working so hard to buy, pack and deliver 350 boxes of cheer to the needy, home-bound older adults in the Tri-County region of Ingham, Clinton, and Eaton counties. We are gearing up now to start planning this year's event and there are several opportunities to be involved. Join the NSWC Planning Committee to help make NSWC 2018 a success!

Position Title: Stocking Leader- 2 positions available

Position Description: Stocking Leaders work with the NSWC Planning Committee to organize product placement for efficient packing. Responsibilities include planning product placement for event day, coordinating with volunteers to ensure that products are placed in correct spot when unloading trailer, and oversee volunteers during event to keep tables stocked with product. Stocking Leaders will work closely with the shopping coordinator to account for all products.

Qualifications: Must be organized, comfortable giving directions to volunteers, and have participated in NSWC event in prior years.

Hours: Must be present at NSWC Planning Committee Meeting on November 5, 2018 at 2:30 pm (2 hours) and day of event, Thursday, December 6, 2018. All other tasks can be completed from home or place of your choosing. Majority of the work completed week of the event.

Reports to: NSWC Planning Committee Co-Chairs

Start Date: November 5, 2018

End Date: December 6, 2018

To Apply: No need to send us your resume! Please just send us an email (or letter) telling us about you and why you are qualified for this position.