

JOB DESCRIPTION - SHOPPER

Position: Shopper

Organisation: City Centre Care Society – Central City Lodge

Responsible to: Director – Operations & Leadership

Description:

City Centre Care Society - Central City Lodge, offers complex care, an Addictions Recovery Program, and assisted living services to a total population of close to 200 DTES residents. The majority of our residents are seniors, however we do also serve a number of younger individuals.

The Shopper goes shopping weekly to purchase resident clothing items, toiletries, and sundries as requested, usually from thrift stores, Army & Navy and Walmart, as these fit the budget that residents have available.

Residents themselves and/or the Care or Rehabilitation Depts. complete and sign a Shopping Requisition, which must be approved by Management to ensure that adequate funds are available before the Shopper purchases any items. The volunteer exchanges and/or returns unsuitable items as needed, and is currently reimbursed by cheque monthly, following submission of receipts to our Finance Dept.

At Christmas this volunteer also assists the Recreation Dept. in the purchase, preparation and distribution of suitable gifts for the whole resident population.

This service is so important to our population because most residents have mobility constraints, and/or mental health issues that prevent them from being independent in respect of doing their own shopping.

Our residents also have few family and friends able to assist with their care, so this volunteer provides them with a link to the outside world that in itself improves their quality of life.

This volunteer will partner with our existing, long-term volunteer to offer cover for each other.

Volunteers Required: One

Skills/Experience: Communication, money management, advocacy

Language Requirements: English (other languages an asset)

Reimbursements: Coffee/tea, and dinner if required

Training Provided: In-house training by our existing volunteer

Benefits to Volunteer: **per my list

Contact: Wendy Harvey

Time: 3 – 4pm at CCL, shopping done during the week at the volunteer's availability

Day: Wednesdays

Duration: Ongoing