



**Position Title:** Shelter Support Volunteer-Deep Cleaning Technician

**Position Description:** HSP seeks an individual or group of volunteers to assist shelter staff in maintaining a clean and orderly environment for shelter residents. The volunteer(s) service will ensure our residents enjoy maximum comfort as they work to secure permanent housing for themselves or their families.

**Supervisor:** Joanna Waters **Supervisor Phone #:**410-386-6659

**Responsibilities:**

- Work with Volunteer Coordinator to arrange logistics and ensure successful execution of project
- Document work hours in volunteer sign in book
- Help to maintain a clean shelter environment by (if applicable): buffing and polishing floors, washing dishes, dusting, sweeping, vacuuming, mopping, cleaning ceiling vents/fans, cleaning restrooms, cleaning behind refrigerators, etc.
- Notify supervisor in the event of equipment failure or the need to restock cleaning supplies

**Qualifications:**

- Ability to engage shelter residents with empathy and compassion
- Able to maintain resident confidentiality at all times
- Knowledge regarding the safe use of cleaning chemicals and supplies
- Keen attention to detail and excellent organizational skills
- Excellent verbal communication skills
- High capacity for physical mobility
- Experience with deep cleaning preferred, but not required
- Must be 18 years of age or older
- Able to lift up to 20 lbs unassisted

**Hours:** Flexible weekday daytime hours available. Consult with supervisor for specific hours.

**Compensation:**This is an unpaid volunteer opportunity. The organization will bear the cost of cleaning supplies and equipment.

**Work Location:** HSP operates five shelters in the city of Westminster, MD. These locations are not accessible by public transit. Volunteers must have access to reliable transportation.

**Contact:** [volunteers@hspinc.org](mailto:volunteers@hspinc.org)