



## **Share Clothing Program Overview**

Share, Inc. of McLean, VA, operates a Clothing Room in space provided at the McLean Baptist Church. Eligible Share clients can obtain good quality, donated, free of cost, adults' and children's clothing and household linens, while also shopping for their groceries and other staples at the adjacent Share Food Room. The clients served reside in McLean, Great Falls, and the Pimmit Hills section of Falls Church. Volunteers manage the Share Clothing Room on Wednesday and Saturday mornings from 9:30 AM to 12:00 PM. In 2011, more than 1000 individuals benefited from Share's food and clothing room programs.

## **Job Summary**

Clothing Room volunteers are involved in a variety of tasks. These include sorting through bags and boxes of donated items; hanging up, displaying, and arranging accepted items in appropriate sections of the store (adult men and women's clothing, children's and infants clothing, shoes, linens, toys and miscellaneous items, etc.); affixing size labels as needed; maintaining inventory; keeping the Clothing Room organized, clean, and tidy; identifying items suitable for further consignment, repair or cleaning; assisting clients and monitoring and tracking their use of available items; accepting donations and providing receipts to donors, etc.

Volunteers work as a team with the Clothing Room Program chairperson, or her designee, providing overall management, supervision, and guidance. Ideally, four or more volunteers are on hand at any given time to staff the Clothing Room. Although scheduling is flexible, it is helpful for volunteers to come on a regular basis to ensure sufficient staff is on hand during the store's hours of operation. The working environment is fast paced, since the Clothing Room accepts many donations year-round and clients frequently look for clothes while awaiting their turn to obtain groceries at the Share Food Room. On average, the Clothing Room serves about 30 clients each day it is open. Clothing Room items are available only to eligible clients and not to volunteers.

## **Key Requirements and Qualifications**

- Willingness to volunteer two or three hours at a time on either Wednesday or Saturday mornings during Share Clothing and Food Room operating hours.
- Ability to sort, classify, organize, and display clothing according to criteria set by the Clothing Program chair and to assist with other Clothing Room tasks, as needed and requested.
- Ability to interact with clients courteously and pleasantly, and willingness to apply Clothing Room rules firmly, consistently, and diplomatically.



Share Food & Clothing Program

1367 Chain Bridge Rd. McLean, VA 22101

[www.shareofmclean.org/programs/food-pantry](http://www.shareofmclean.org/programs/food-pantry)

[info@shareofmclean.org](mailto:info@shareofmclean.org)

- The job requires moderate physical stamina and strength: standing and walking about for periods of two to three hours; lifting, moving, and sorting through boxes and bags filled with donated clothing and other items, etc.

**To learn more and to become involved as a Clothing Room volunteer, please contact Carol Triplett, Share Clothing Room Chairperson, at [carol.k.triplett@gmail.com](mailto:carol.k.triplett@gmail.com).**