



NOW HIRING

PART-TIME VOLUNTEER COORDINATOR

SALARY & BENEFITS

- \$28 per hour, up to 30 hrs/week
 - Flexible schedule, evenings & weekends as needed
- PERS Retirement System

DESIRED QUALIFICATIONS

- Superior communication skills
- Ability to plan, organize, and schedule both personnel and material resources
- Good interpersonal and teamwork skills
- Prioritize and manage assigned workload to meet deadlines

Serve with Duty, Respect and Integrity



KEY POSITION DUTIES:

- Volunteer recruitment & retention
- Record and track volunteer participation
 - Use databases to track participation
 - Create reports related to activities
- Provide functional and technical supervision to volunteers
- Maintain frequent personal contact with volunteers
 - Coordinate onboarding, shift scheduling, and volunteer needs
- Facilitate volunteer training

HOW TO APPLY

Application available for download at www.c2fr.org

Application deadline January 20, 2026

WWW.C2FR.ORG

Questions? Contact us at 360-578-5218