



Volunteer Position Description

Development -Telemarketer Volunteer

- Position:** Development - Telemarketer Volunteer
- Supervisor:** Development Department
- Responsibilities:** Work with the Development Department to:
Telephone existing donors to thank them
Telephone prospective donors to ask for financial donations
Assist with mailings (campaigns, tax receipts &thank you letters)
- Requirements:** Fluent in English (read, speak, write)
Enjoys communicating by telephone
Detail oriented
Good with numbers
Good organizational skills
- Commitment:** Can work from food bank or home
Minimum commitment of three months
- Training:** Orientation to the North York Harvest Food Bank
Training is provided by the Development Department

VOLUNTEER

MANAGER, VOLUNTEER SERVICES

Name: _____

Name: _____

Signature: _____

Signature: _____

Date: _____