



Clothing Administrator

This position requires an individual willing to serve as the clothing administrator to provide oversight and direction to volunteers in the processes regarding the receipt, disposition, and preparation of clothing received from various donor sources.

Assignment involves:

- Utilize residents and establish volunteers as needed to assist in the weekly clothing processing activities & JA Ministry clothing pick-ups
- Ensure residents and volunteers are adequately oriented and trained in the clothing disposition (grading), disbursement (sizing/hanging), and distribution processes
- Report monthly clothing processing activity to the Hannah House Director

Time Required: 4-6 hours per week