

OPEN DOOR MISSION

Restoring Hope and Changing Lives in [Rochester, NY](#).

Samaritan House Crisis Center

Location: 210 West Main Street, Rochester, NY 14608

There is **FREE** parking in front of the building on W. Main Street after 6:00pm and on weekends.

Group Breakfast

Group Volunteer Hours: Monday - Thursday (6:00am - 8:00am)

- A maximum of 6 volunteers who purchase, prepare, and serve a hot Breakfast for the shelter guests. Great fundraiser opportunity for breakfast items to feed 40 to 50 people. After serving the breakfast, your group helps with clean up. Ministry opportunities and special events are also available in collaboration with the Volunteer Department.

PB&J Factories

Group Volunteer Hours: Friday (10:00am - 12:00pm)

- A great opportunity for a larger group to purchase/provide PB&J and other items for brown-bag lunches that can be distributed to our shelter guests. This includes a tour, an orientation, and time for Q&A. Then your group will proceed to prepare brown-bag lunches in an assembly line fashion. Special events are also available in collaboration with the Volunteer Department. (note: The same can be done in a with Hygiene bags)

Evening Meal

Individual or Group Volunteer Hours: Monday - Sunday (6:00pm - 8:00pm)

- A maximum of 6 volunteers who Set the tables and help with the final preparation of meal (i.e. salad, rolls in baskets, cutting desserts, etc.). The meal is served at 6:45 pm. Responsibilities may vary: Some may serve food onto the plates, others may serve the guests and help with clean up.

Laundry Services

Individual Volunteer Hours: Monday - Friday (10:00pm - 6:00am, 6:00am – 9:00pm)

- Assist with laundering sheets and towels, organizing linen closet, putting out bedding.

Worship / Chapel

Individual or Group Volunteer Hours: Monday - Sunday (7:30pm - 8:30pm)

- Praise and Worship / Chapel Service is only scheduled by our Chaplin who can be contacted via email at msmeltzer@opendoormission.com or by phone at 585-454-6696 ext. 105

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Caring Center

Location: 156 North Plymouth Avenue, Rochester NY 14608

There is **FREE** parking available in the mission employee parking area behind the building. Please use the intercom at the gate located to the right of the building to enter the parking lot.

Clothing Room

Individual Volunteer Hours: Tuesday - Friday (9:00am - 3:00pm)

- Duties include sorting and stocking of clothing items that are received from donations and locating clothing items for guests as needed.

Kitchen Service

Individual Volunteer Hours: Monday - Saturday (9:00am - 7:00pm)

- Duties include food preparation, setting the tables, serving a meal, cleaning, washing dishes, and whatever else may be necessary as instructed by the staff person on duty.

Food Pantry

Individual or small Group Volunteer Hours: Monday - Saturday (9:00am - 4:00pm)

- Duties include helping to stock and rotate canned food items to the pantry shelves.

Volunteer Floater

Individual Volunteer Hours: Monday - Friday (9:00am - 5:00pm)

- We can always use the help of Individuals that are available to assist and support multiple departments with their various needs. Duties would include: helping with donations, taking out garbage, light cleaning and whatever else may be necessary as instructed by the staff person on duty. Lifting and stairs involved.

Administrative

Individual Volunteer Hours: Monday - Friday (9:00am – 4:00pm)

- Administrative support for any of the departments in way of data entry, filing, correspondence, mailings, shredding, and phone calls, etc.

Service Projects

Group Volunteer Hours: Monday - Saturday (hours to be determined)

- Service projects are available in collaboration with the Volunteer Department. Projects could include cleaning and maintenance, painting, and/or organizing, or assisting with our seasonal special events.

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Applying:

- Complete and submit a Volunteer Inquiry. (NOTE: a group is 2 or more people).
- The Volunteer Department will match your availability against the current needs of the Mission. Needs vary weekly and seasonally which may affect the availability of any of the above opportunities.
- Please ask about fund-raising events and special maintenance projects coming up for your group to consider.
- Volunteer Schedules are subject to change.

Minors:

- Minors under the age of 17 must be accompanied by an adult.
- Children 12 years of age or younger are **NOT PERMITTED** to volunteer at the Samaritan House Crisis Center.

Health/Safety Codes:

- Hands must be washed at the beginning of every shift.
- Gloves are also required when working with food.
- Sneakers or closed-toe shoes are required for any volunteer opportunity.
- All persons working in areas where food is prepared are to use hats, caps, or hair nets as restraints which minimize hair contact with hands, food, and food-contact surfaces.

Dress Codes:

- No clothing or accessories with profanity or offensive materials.
- All volunteers must dress modestly- no tank tops, short shorts, yoga pants, short dresses, low cut tops, see-through fabrics, or overly-tight clothing. We prefer for your inner beauty to shine as much as possible.

General Policies and Procedures:

- Group sizes must be strictly enforced for everyone's safety.
- Always be respectful of all individuals.
- Unless they are also signed up to join you, please **DO NOT** bring friends or family members with you to volunteer. Volunteers exceeding the number scheduled will be asked to leave.
- Please use respectful language at all times.
- Enter and exit Mission buildings from main entrances only.
- Caring Center: No one is allowed in the dining room except for during breaks and lunches.

To sign up for a volunteer opportunity visit www.OpenDoorMission.com and click

