

Information & Referral Volunteers



Tasks:

- Must have computer with internet access.
- Responds to incoming cell phone messages.
- Notes requests for Neighbors InDeed services.
- Provides referrals to local services and vendors from the NID Resource List.
- Enters all call information into Neighbors InDeed's online database.
- Delivers phone equipment to the next volunteer at the end of shift.

Time Commitment:

- Self-selected 1 or 2-day shifts every 4-6 weeks.
- Hours of operation are 9:00AM-5:00PM Monday through Friday