



VOLUNTEER PROJECT JOB DESCRIPTION

HELPING HAND HOUSE/11701 101ST Ave. E. Puyallup, WA 98373

- Job Title:** Operation Turkey Drop (Adopt a Family for Thanksgiving)
- Job Definition:** Responsible for adopting and purchasing a Thanksgiving meal basket for a Helping Hand House family and delivering it to our drop off location (More specific information will be given out on a separate email). Please feel free to add as many holiday goodies to the basket (table cloths, games for families, napkins, etc. Extra groceries to complete the meal and to assist during the Thanksgiving Break are also very much appreciated and welcome) to dress up the basket. If you cannot provide a meal basket, we are also accepting donations of grocery store gift cards for perishable foods.
- Job Specifications:** The holiday meal/activity basket needs to be turned into the Helping Hand House on Saturday, November 20th (Times and locations will be determined and sent on a separate informational email).
- Report To:** Lisa Heintz- Volunteer Coordinator
- Compensation:** None/Volunteer Opportunity
- Record Keeping:** Will need to have individuals keep track of the money spent on putting the basket together as the Volunteer Coordinator will mail a tax deduction/thank-you letter to your address.
- Qualifications:**
- Be able to adopt a family and follow through with the delivery process
 - Be able to deliver it to the specific address/location when needed
 - Be creative as you would like with putting the basket together
 - Be able to financially afford the cost of purchasing gifts items for the meal basket