



Empowering homeless women, children, and families to reclaim their lives by providing shelter, nourishment, resources, healing and hope in a safe community

INFORMATION FOR NEW VOLUNTEERS

Thank you for wanting to donate your time to Mary's Place!

Register to volunteer at marysplace.volunteerhub.com

Create an account, sign up for a New Volunteer Orientation then sign up to come in and volunteer!

Scheduling online via Volunteer Hub:

- You can sign up for volunteer shifts online through your Volunteer Hub account
- Ensure that you keep track of your volunteer commitments and let us know if you can't make it. We rely on you to be there!
- You can cancel a shift through Volunteer Hub up to 24 hours before the scheduled event. If you need to cancel within 24 hours, please contact the appropriate volunteer coordinator.

Arriving for your Volunteer Shift:

- Sign in at the tablet kiosk at the front desk and introduce yourself to the Welcome Desk staff.
- Store your personal belongs in the specified place at each site location.

Conduct:

- Always abide by the expectations listed in the "Volunteer Ethics and Professionalism" document that you agree to when you registered via Volunteer Hub.
- Please engage in respectful conversation with our guests and be mindful that this is their home and a space for them to feel safe.

Dress Code:

- Dress modestly. Please refrain from wearing clothing that represents any political or religious affiliation. Do not wear clothing depicting drugs, alcohol, or other paraphernalia.

Please send us an e-mail at volunteer@marysplaceseattle.org anytime you have questions or concerns about your volunteer experience. We want to be sure you have a great experience at Mary's Place!



Location	Activity	Description	Time Frame	Sign-Up in Volunteer Hub
Downtown Day Center 1830 9 th Ave	Administrative Support	Help our office staff by completing general administrative tasks	Monday–Friday 11:30–2:00 pm	All Events > Locations > Downtown Day Center > Admin Support
	Front Desk Support	Work alongside our guest interns at the front desk providing emergency supplies and engaging with our guests	Monday–Friday 2 hour shifts from 7-9, 8-11, 11-1, 1-3	All Events > Locations > Downtown Day Center > Front Desk Support
	Kitchen Support	Assist kitchen staff preparing meals for our guests at several Mary's Place locations	Monday–Friday 9:30 am–1:30 pm	All Events > Locations > Downtown Day Center > Kitchen Support
	Group	General volunteering activities	Inquire for availability	E-mail Coordinator
	Meals	Bring a meal for 60 guests to the Emergency Family Shelter	Monday–Friday Breakfast and lunch	E-Mail Coordinator
Guest Rooms 2213 8 th Avenue	Evening Support	Help serve dinner, read bedtime stories, assist families with getting ready for bed, etc.	All week 5:00 pm–8:00 pm	All Events > Locations > Guest Rooms > Evening Support
	Daytime General Support	Come in and help out wherever we need support that day – Kids Club, donation sorting, whatever!	Saturday–Sunday 12:00 pm–4:00 pm	All Events > Locations > Guest Rooms > Daytime General Support
	Kids Club Evening	Spend time with our kids: read aloud, play games, help with homework, etc.	All Week 1:00 pm–4:00 pm Saturday-Sunday 10:00 am–12:00 pm	All Events > Locations > Guest Rooms > Kids Club
	Group	General volunteering activities	Inquire for availability	E-mail Coordinator
	Meals	Bring a meal for 180 guests to the Family Center in North Seattle	All week-dinners, weekend-breakfast and lunch	E-Mail Coordinator

Location	Activity	Description	Time Frame	Sign-Up in Volunteer Hub
Emergency Family Shelter (EFS) 314 Bell Street	Front Desk Receptionist	Greet our guests and welcome new families	All week 5:00 –7:00 pm	All Events > Locations > EFS > Evening Support
	Library Helper	Help open the library room, spend time reading to children	All week 7:30–8:30 pm	All Events > Locations > EFS > Evening Support
	Group	General volunteering activities	Inquire for availability	E-mail Coordinator
	Meals	Bring a meal for 45 guests to the Emergency Family Shelter	All week-dinners, weekends only-breakfast	E-Mail Coordinator
Julia's Place 832 32 nd Avenue	Evening Support	Help serve dinner, read bedtime stories, assist families with getting ready for bed, etc.	All week 6:00–8:00 pm	All Events > Locations > Julia's Place > Evening Support
	Grocery Donation	Drop-off groceries for our guests at Julia's Place	All week	E-mail Coordinator
	Meals	Bring a meal for 20 guests at Guest Rooms	All week-dinner Weekends only-breakfast	E-Mail Coordinator
Family Center in White Center 10821 8 th Ave SW	Daytime General Support	Come in and help out wherever we need support that day – Kids Club, donation sorting, whatever!	All week 12:00 pm–3:00 pm	All Events > Locations > Family Center in White Center > Daytime General Support
	Evening Support	Help serve dinner, read bedtime stories, assist families with getting ready for bed, etc.	All week 5:00 pm–8:00 pm	All Events > Locations > Family Center in White Center > Evening Support
	Kids Club	Spend time with our kids; read aloud, play games, help with homework, etc.	All week 8:00-10:30 am 6:00-8:00 pm	All Events > Locations > Family Center in White Center > Kids Club
	Group	General volunteering activities	Inquire for availability	E-mail Coordinator
	Meals	Bring a meal to for 30 guests at the Family Center in North Seattle	All week: breakfast, lunch, and dinner	E-Mail Coordinator

Location	Activity	Description	Time Frame	Sign-Up in Volunteer Hub
Family Center in North Seattle 1155 N 130 th St	Craft Club	Set up a craft station for our guests to stop by and participate	Monday 1:30–3:00 pm	Locations > Family Center in North Seattle > Craft Club
	Mary's Marketplace Stock Clerk	Re-stock and organize Mary's Marketplace where our families go shopping	Monday–Friday 10:00 am–12:00 pm	Locations > Family Center in North Seattle > Donations Support
	Mary's Marketplace Attendant	Help our guests find items they need while they shop at Mary's Marketplace	Monday–Friday 1:00 pm–3:00 pm	Locations > Family Center in North Seattle > Donations Support
	Daytime General Support	Come in and help out wherever we need support that day – Kids Club, donation sorting, whatever!	Monday–Friday 10:00 am–12:00 pm	Locations > Family Center in North Seattle > Daytime General Support
	Evening Support	Help serve dinner, read bedtime stories, assist families with getting ready for bed, etc.	Monday–Friday 6:00 pm–8:00 pm	Locations > Family Center in North Seattle > Evening Support
	Kids Club	Spend time with our kids; read aloud, play games, help with homework, etc.	All week Hours vary, check Volunteer Hub	Locations > Family Center in North Seattle > Kids Club
	Manicure Station	Come and run a manicure station for our guests!	Wednesday 1:30–3:00 pm	Locations > Family Center in North Seattle > Manicures
	Group	General volunteering activities	Inquire for availability	E-mail Coordinator
	Meals	Bring a meal for 80 guests to the Family Center in North Seattle	All week: breakfast, lunch, and dinner	E-Mail Coordinator

If you have a special talent or service you'd like to offer to our guests that isn't currently listed on our schedule (e.g. haircuts, massage therapy, yoga, etc.) please reach out to our Community Engagement team at volunteer@marysplaceseattle.org. Thank you!