



**Team:** RE:center Outreach Team

**Position Title:** DES Assister position description

**Position Description:** To attend trainings related to the DES Assister program and be available for team meetings. To submit to a background check. To make your team leader aware of any needs or concerns related to the program or your service. Show up consistently for scheduled shift and commit to serve for at least 1 year.

**Time:** 4 -12 hours per week.

**Reports to:** Pamela Williams and the DES Assister Program Coordinator

**Core Competencies and Responsibilities:**

- To attend RE:center team meetings as needed
- To learn about the DES Assister program
- To keep team leader up to date with your schedule
- To submit background check before start of training
- To attend all required training including DES HEA PLUS online course.
- Train more volunteers to share the volunteer work load of this position and to fill in during emergencies or when you are in need of time off.
- To keep all information confidential between you and theCHURCH/ RE:center staff.