

Program Information

Volunteers of America's Horizon Program consists of 160 scattered site apartments in Upper Manhattan and the Bronx, which provides permanent community based housing and comprehensive services for people living with HIV and AIDS. In addition to providing private apartment and one-on-one counseling, our staff gives individual care and attention to each person to help them live independently in the community and be as self-sufficient as they wish.

Volunteer Position Title: Maintenance Assistant

Contact: Shelly Moore (718) 585-8233 ext.111

Purpose of Job: To provide additional resources in support of maintenance staff at the Horizon Program.

Commitment required: Volunteer opportunities will be available daily, from 9:00AM-5:00PM, please contact Shelly Moore to coordinate a schedule.

Duties May Include But Are Not Limited To:

- Assist maintenance staff with light repairs
- Assist maintenance staff with cleaning projects
- Assist maintenance staff with beautification projects

Qualifications Needed:

- Volunteer must have prior maintenance experience or an interest in maintenance/ fix-it mentality
- Volunteer must be 18 years or older
- Volunteer must be reliable and responsible
- Volunteer must be flexible and able to adapt to changing situations

Training/Orientation Provided:

Training/Orientation includes a program tour and training which is designed to familiarize volunteer with available materials. Other specialized trainings in relevant topics may be offered.

Location of Job: Horizon Program, 349 East 149th Street, Bronx, NY 10451

Volunteer Benefits

- The knowledge that your work will improve the living environment for people affected by HIV/AIDS
- Subscription to Everyday Miracles, Volunteers of America's bi-annual newsletter
- Invitations to volunteer appreciation events