



MUSLIM SOCIAL SERVICES

VOLUNTEER OPPORTUNITES

TITLE OF POSITION	DESCRIPTION OF POSITION	REQUIREMENTS
Food Pantry Attendant	Help sort, store, prepare bags of food and distribute to those in need at MSS Food Pantry	Ability to lift 25 lbs, bending, reaching; ability to complete distribution logs per guidelines; follow instructions well; dedicated to week-day scheduled hours;
Food Pantry Deliveries	Pick up food orders from our partner Second Harvest and bring to the MSS Center	Must have own transportation such as a truck or trailer; ability to repeatedly lift 25 lbs; available 2-3 week days per month for 2 hours
Thrift Store Attendant	Assist shoppers in the thrift store, assist with pricing and display, act as cashier	Must have friendly helpful personality, prior experience in retail or as cashier preferred; ability to follow instructions; dedicated to week-day scheduled hours
Donation Assistant	Responsible for receiving donated items, issuing receipts, sorting clothing for use by MSS and other non-profits	Ability to follow instructions; Flexible schedule; Great opportunity for High School community service hours or College Students!
Office Assistant/Receptionist	Greet incoming clients, answer phones, take messages and basic clerical duties;	Friendly, helpful personality required; Fluent in English. Spanish and/or Arabic speaking ability preferred. Prior office assistant or receptionist experience required. Dedicated to week-day scheduled hours
Compassionate Neighbor Feeding the Homeless	Assist with preparing meals and/or serving homeless men, women and children in downtown Orlando	Ability to assist with meal preparation, stand to serve food, 2-3 weekend hours several times during the year; be able to work well in a team
Refugee Services Coordinator	Assist refugees in our community by translating and helping them adapt to their new community	Must be fluent English/Arabic speaker. Flexible schedule when new refugees arrive in the community. Patient and helpful personality needed.

Home Visitation	Assist new community members receive needed services through a one-time home visitation to assess their needs.	Own transportation required; opportunity is flexible & only as needed. Helpful friendly personality Ability to communicate services
Muslim Healing Clinic Eligibility Specialist	Responsible for greeting patients, determining eligibility for services, maintaining records, providing the best care possible to every patient	Saturday availability; must have a friendly personality, well organized and detail orientated; will receive training through the Dept of Health
Muslim Healing Clinic Medical Professional	Assist low-income individuals without health insurance by providing quality health care as a licensed physician	Licensed in the state of Florida Dedicated to helping those in need Provide 2-3 hour shift at Clinic as your schedule permits
Media Assistant	Assist MSS by taking photos at special events.	Have your own camera and take great pictures; friendly outgoing personality
English Instructor ESOL and/or Social Studies Teacher	Help community members struggling with the English language who need to pass their U.S. Citizenship Exam	Helpful, patient personality; flexible per your schedule; prior experience as an ESOL instructor or educator required.
Your Specialty!	Have something else that you can do to help our community? Let us know what your specialty or area of interest is.	Desire to volunteer helping others

FOR MORE INFORMATION ON VOLUNTEERING WITH MUSLIM SOCIAL SERVICES, PLEASE CALL 407-273-8363 OR EMAIL SOCIALSERVICES@ISCF.ORG.