



NON-PROFIT HOMELESS SHELTER AND CASE MANAGEMENT SERVICES

## Facilities Advisor

### Volunteer Position Description

**Position Title:** Volunteer Facilities Advisor

**Position Overview:** Provide input on plumbing, electrical, HVAC, and/or general contracting issues; possibly perform light/easy repair jobs. We would appreciate help at any level of the process, but we especially need expertise to help us make decisions about how to handle facilities issues.

#### Responsibilities Include:

- Work with C-U at Home staff to identify and possibly diagnose plumbing, electrical, HVAC, and/or general contracting issues in the building
- Provide advice about whom to contact to resolve building issues
- Help C-U at Home staff communicate effectively with professionals hired to do repair or renovation work

#### Qualifications:

- Experience with plumbing, electrical, HVAC, and/or general contracting
- Patience and good communication skills (so you can explain the problems to the rest of us who DON'T share your expertise!)
- Reliability

#### Benefits:

- Feel good about helping a great cause
- Meet new people, make new connections
- Have a voice in how we serve our homeless neighbors
- Build your resume and gain volunteer service experience

#### To apply:

- Visit [www.cuathome.us](http://www.cuathome.us) and click on the VOLUNTEER button
- OR
- Email Volunteer Coordinator Cheryl Lehman at [cheryl@cuathome.us](mailto:cheryl@cuathome.us)
- OR
- Call C-U at Home at (217) 819-4569 and ask to speak to Cheryl

C-U at Home  
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