

Registration Volunteer

Reports to: Blood Drive Coordinator or Equivalent

Overview of Position: Registers donors as they walk through the door.

Specific Tasks:

1. Greet donors when they come in.
2. Answer any questions donors may have, or direct them to someone who can answer their question.
3. Register donors by taking their name and keep track of number of people through the door, if needed.
4. Give instructional materials and provide direction to next stage in donation process.

Skills Needed: You will need to be outgoing, polite, have organizational skills, and be able to work in a fast-paced environment.

Experience: None needed.

Benefits: Please feel free to help yourself to the food provided, however, we ask that you wait to eat until after your shift is over.