



Title: **CAR SAFETY KIT - COLLECTION PROJECT**
Reports To: Volunteer Specialist
Type: Volunteer Position
Duration: Short-Term Collection Project

Position Summary:

Assist a low income family when they encounter an emergency while driving. Community Action Partnership of Ramsey & Washington Counties assists 50 limited-income families a year to obtain an automobile. We provide a low or no-interest loan and guide participants through the car buying process.

Benefits of Volunteering:

Fantastic team-building activity for a group of any size or age. Knowledge that you are helping families thrive!

Essential Functions:

Duties & Responsibilities:

- An individual or group of volunteers will host a collection drive and/or purchase items that will be assembled by that individual/team into kits
- For each collection/assembly effort a minimum of two kits are requested, more are welcome
- Submit a timesheet to the Volunteer Specialist
- If a group, the leader must keep track of the number of volunteers assisting and total hours donated

Materials to Collect/Purchase: *(all must be new or gently used)*

- First-Aid Kit
- Flashlight & Batteries
- Ice Scraper
- Tire Pressure Gauge
- Backpack, re-usable bag or small box to place the items into trunk (one per kit)
- Items must be able to tolerate seasonal temperature fluctuations

Miscellaneous optional items:

- Blanket
- Bottled Water, Granola and/or Energy Bars
- Jumper Cables and/or Basic Tools
- Oil & Funnel
- Paper Towels and/or Fix-A-Flat
- Roadside Flare/Emergency Triangle
- Shovel (collapsible)
- Windshield Fluid & Funnel

Please DO NOT include any additional items or notes. Thank you!

Qualifications:

Time Commitment:

Time depends upon how many kits that you wish to collect and assemble. This volunteer opportunity can be conducted entirely at your location and delivered to our St Paul office. We may have a room that you can reserve to assemble kits, if needed. Register *before* you begin collecting items and contact us *before* you drop them off.

Location: (drop off kits)

450 Syndicate St North, St Paul, MN 55104 (Office is located on the Green Line train route.)

REGISTRATION INFORMATION:

Complete a Short-Term Registration Form at www.caprw.org/volunteer and email/scan it to volunteers@caprw.org
Questions? Email volunteers@caprw.org or call 651-603-5979

The mission of **Community Action** is to reduce the causes of poverty and its impact on people's lives in our community. Community Action Partnership of Ramsey & Washington Counties provides a variety of programs including Energy Assistance, Energy Conservation, Head Start, Early Head Start, Civic and Community Engagement Programs. Visit www.capr.w.org to learn more. 2019