

Volunteer Job Description**: Delivery Driver**

Birthday Dreams is a non-profit program dedicated to bringing joy to homeless children with the gift of a birthday party.

**Position Description**:

* Deliver pre-made Birthday Boxes to shelters on a scheduled party date
* Pick-up the box at the Renton office and deliver it to the appropriate shelter. Occasionally, some boxes or cakes may need to be picked up in other cities.
* Delivery dates and time frames are specified on the Birthday Dreams website. Sign-up online to arrange for delivering the Birthday Box.
* Operate a vehicle with room to transport the Birthday Box, which includes party supplies, Goody Bags, gifts and helium filled balloons.

**Skills Required**:

* Ability to load/unload the Birthday Box from your vehicle.
* Familiar with email and ability to register for delivery assignments online.
* Ability to send text messages is a plus!

**Qualifications**:

* Current driver’s license.
* Reliable vehicle to transport the Birthday Box/cake.

**Hours**:

* Register for as many deliveries as you want to make. You can do one or many; it’s up to you.
* With advance notice, the box can be made available for early pick-up and delivery if you need to deliver a day or two before the actual party.

**Benefits**:

* Use your driving experience to support creating fun birthday parties for homeless children.
* Work behind the scenes to ensure children can celebrate their special day.

**Work Site Location**:

* Pick up supplies from the Birthday Dreams Office: 1101 Bronson Way N., Renton, WA 98057 and deliver to shelters all around the Puget Sound.

**How to Apply**:

* Go to [www.birthdaydreams.org](http://www.birthdaydreams.org) to learn more about the organization and its volunteer program or call: (425) 988-3954.
* Apply online or indicate an interest in the position by sending an email to: [volunteer@birthdaydreams.org](mailto:volunteer@birthdaydreams.org)

**Reports To**:

* Shannon Avery, Director of Operations.

**Additional Info**:

* Criminal background check is required.
* Signing a Confidentiality Agreement is required.
* Must be at least age 18.