

## Specialty Volunteer Position Sewing

### Job Description

**Job Title:** Sewing Volunteer  
**Department:** Therapy  
**Reports to:** Therapy Department Volunteer Coordinator  
**FLSA Status:** Volunteer  
**Prepared By:** Carolyn Kates, MS PT  
**Prepared Date:** November 2018

### **SUMMARY:**

To undertake sewing projects that assist the therapy department, the education department, and the clinic as a whole

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties and special projects may be assigned.

- Sewing projects for the therapy department such as crash pillows, covers for gym equipment (king size futons), small towels for testing kits
- Sewing projects for the education department such as bibs and towels for snack time
- Sewing projects for the agency as a whole: may entail covering large climbing structures with sewable vinyl
- Help with creative ideas for the agency as a whole that entails sewing

### **QUALIFICATIONS**

To perform this job successfully, an individual must have your own sewing machine, preferably a machine capable of sewing dense fabrics such as Velcro and/or vinyl. The individual should be able to be creative and envision a sewing project without a pre-made pattern. May be necessary to create your own patterns if needed. Individual will need to have transportation to either the Montlake or Magnuson sites for purposes of envisioning a project and/or taking measurements.

Boyer will reimburse the sewing volunteer for materials that the volunteer may purchase.

### **EDUCATION AND/OR EXPERIENCE**

High School Diploma preferred.

### **OTHER SKILLS AND ABILITIES**

- Flexible and creative when presented with various tasks and/or projects.

### **NECESSARY CERTIFICATES, LICENSES, AND REGISTRATIONS**

n/a

### **LANGUAGE SKILLS**

Ability to comprehend simple instructions in English.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the volunteer is regularly required to use hands to finger, handle, or feel. The volunteer may need to carry bolts of material to other rooms for pinning or ironing requirements. The volunteer must occasionally lift and/or move at least 10 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT**

The work environment is in your home, as well as intermittent visits to the Montlake or Magnuson clinic sites for purposes of envisioning a project and/or measurements as needed.