

Café Clarkston Needs Volunteers

Greetings!

Thanks for your help in making the cafe a warm and inviting place. Refugees from all over Clarkston have used the resources here to make resumes, learn basic computing, share job leads, and communicate with friends and family back home. We recently took 100 people to part-time job interviews with A.J. Wright. (FYI, around 50 have gotten call-backs! Wow! Let's pray they all make it through the "workforce reduction" scheduled after 30 days!)

Since the end of last summer, Kelley Williams has been my Intern/Assistant Manager here at the cafe. He has done a tremendous job of serving the community through the cafe, writing many resumes and teaching computer skills. His presence here allowed us to expand the operating hours of the cafe, as well as provide better services to the folks using the cafe.

Kelley's internship will end in early August, so I am in search of other workers or interns for the cafe. If you know of people who would enjoy this type of ministry, please have them contact me at cafeclarkston@gmail.com or my cell 770-367-2830. A brief description of duties is below. (Regular cafe volunteers are also needed. They would have many of the same responsibilities but I would only ask that they come once per week or so.)

Ideal candidates would have a heart for Christian ministry, some basic computer/internet literacy, be a good communicator with internationals and have an outgoing and engaging personality. While this is an unpaid/volunteer position at this time (future funding possibilities will be explored), if a person wants to do their own fund-raising, we have an avenue for support raising available through a 501(c)3.

Thanks for your partnership,

Adam Hoyt
Friends of Refugees
Community Services

Cafe Intern/Assistant Manager Responsibilities:

- * Assist in management of computer users time and payment
- * Help in planning community service projects/opportunities for cafe users
- * Oversee computer users and assist them in setting learning goals
- * Write basic resumes with/for refugees
- * Maintain clean cafe and coffee/tea service
- * Assist in training and management of Cafe Customer Service Training Interns
- * Oversee cafe in absence of Manager
- * Send e-mail communications and produce flyers and announcements for special cafe events
- * Work with visiting volunteer teams from churches and service organizations

Cafe Clarkston
An Internet Cafe especially for Clarkston's International Community
<http://cafeclarkston.googlepages.com/cafeclarkstonhomepage>