



Office Volunteers

United Against Human Trafficking (UAHT) is an organization whose mission is to end human trafficking through awareness, education, and outreach. We aspire for all people to experience freedom and to live beyond bondage to others. We envision a world made up of communities, businesses, faith-based organizations, and governments who are intolerant of consumers and purveyors of human trafficking.

UAHT is constantly out in the community educating professionals and raising awareness about human trafficking. Office Volunteers are an integral part of our work and impact in the community by supporting our team at our home base. You will be trained and supervised by the Community Engagement Coordinator.

Key Responsibilities:

- Answering phones
- Data entry
- Event Preparation
- Maintenance of office space
- Other duties specifically around coordination of special events, or as assigned

Skill & Qualifications:

- Must present a professional appearance and a friendly manner
- Must be dependable and punctual
- Be courteous and personable when dealing with the public
- Be self-directed, willing to take initiative, and detail-oriented
- Respect and maintain confidentiality of UAHT volunteers, partners, and donors

Benefits & Impact:

- Help United Against Human Trafficking engage the community by supporting our office operations
- Gain work and volunteer experience with an organization on the front-lines of the anti-human trafficking movement
- Education and training regarding human trafficking locally and globally
- Exposure to a large coalition of other non-profits, faith-based organizations, and government agencies.

Age Requirement: 18 or older