



CALGARY
YOUTH
JUSTICE
COMMITTEES

Volunteer

Information Sheet

My Best Friends Closet



A CALGARY YOUTH JUSTICE
SOCIETY PROGRAM

cyjcc.ca



CALGARY YOUTH JUSTICE COMMITTEES

Sanction/Option Referral

This option can be used for an EJS referral or for a Growth Plan referral, please be mindful of the hours you are assigning youth to complete

Referral Requirements

- Female Youth
- Ages 14-18 (14-year old's must show interest in participating to be an appropriate fit)



Location

Making Changes Association
Ages 14-18 (Female)
6516 1a St SW, Calgary, AB T2H 0G6

Contact

Kelsey Makarow- MBFC Program Coordinator
Phone: 403-262-5776 ext. 6

Email: MBFC@makingchangesassociation.ca

How to Refer

Send an email to Kelsey including

- Youths first/last name
- Age
- Hours youth must complete
- Timeline for completion
- Your information if Kelsey needs to contact you

My Best Friends Closet

My Best Friend's Closet is a youth empowerment program that provides high quality and on trend clothing, shoes and accessories to IN-NEED youth identifying as female for their school and recreational needs.

Youth will be given the opportunity to volunteer their time and help the program sort through clothes, prepare the items for clients to receive, work in a team environment and give back to their community.

Shift Information

You can assign a maximum of 2 shifts. The youth can do 1 or 2 short shifts (ex. 5:30pm-7:00pm or 10:00am-1:00pm) or one longer shift if you think it is appropriate (ex. 10:00am-4:30pm)

Shift Availability

Tuesdays- 5:30-7pm

Saturdays- 10am-1pm, 1:30pm-4:30pm, or full day 10-4:30pm

Tasks

(note, every girl would have to start as a Sorter – if they are interested in trying styling and we agree they have the attitude for it, then we can do that as well)

Sorters:

- Receive Incoming Donations
- Sort new donations
 - Checking for quality, cleanliness & salvageability
 - Check for applicability
Would a Teen Girl wear it? (Important to note we try to keep all major current and basic styles)
- Basic Organization
- Steaming & Laundering
- Merchandising

Stylists:

- One on one 90 minute appointments with clients
- Helping Clients pick items within inventory limits
 - Recognizing style preferences and help pick items/ cohesive outfits
- Check in/check out clients
- Fold & Bag selected items
- Support Client Intake forms
- Complete Inventory forms & support with exit surveys

