

CEC Welcome Center Intake Specialist

Days & Times: Mondays – Fridays – 8:45am- 1:00pm

Tuesdays 5:30pm- 7:30pm (starting January 18)

Location: CEC main campus (directly across the Hills Church)

6250 NE Loop 820 North Richland Hills, Texas 76180 (817) 281-1164

Job Requirements:

Volunteers needed are age 18 and up with typing skills, computer skills, and great customer service!

Spanish Speaking (would be great!)

Complete a background check

Volunteer Duties:

Volunteers will greet guests that are waiting for groceries, input data, and process registration forms.

This is a long-term commitment to volunteer once a week for an ongoing period.

Please contact Volunteer Coordinator Tiffany Guillory-Hood,
TiffanyG@cechope.org or call 817-281-1164 to schedule your first day!

All volunteers are appreciated as they further the CEC's mission to empower people. Thank you for volunteering with us!