



Job Description

PT Designer - Furnish with Love, Inc.

Furnish with Love (FwL) seeks an experienced part-time interior designer who can be creative on a dime and has compassion for the families we serve. This role requires a team player with a flexible, problem-solving approach to design who enjoys working with volunteers.

Organization

Furnish with Love is a nonprofit organization that transforms empty housing into uplifting homes for families who have recently experienced homelessness. With volunteers from the design community, we design and fully furnish nourishing and functional spaces that allow families to focus on each other and their futures. FwL was established in 2019 and operates from a downtown Decatur headquarters.

Job Summary

FwL plans and implements a home furnishing project for a family nominated by one of our partner agencies every 2-3 weeks. The FwL designer will be responsible for the design and furnishing aspects of each family project, making use of the donated furniture and home décor in our warehouse. Not only do we strive to meet the basic needs of each family, we also want to create a warm environment that will support their physical growth and mental health. This position will work closely with our program manager and volunteers, including some volunteer designers, to furnish up to 20 homes annually. Responsibilities include lifting, bending, standing and climbing a low ladder.

Key Duties and Responsibilities

- Scheduling and attending home visits to meet families and assess needs.
- Creating furniture floor plans and furnishing lists for each room in the family home.
- Selecting appropriate furnishing items for the project from the warehouse.
- Overseeing and helping with packing of project furnishings for transport to the installation site.
- Providing onsite supplies, taking project photos; and documenting the Welcome Home reveals.
- Documenting and closing each project.
- Managing volunteers during our Wednesday morning volunteer shifts, at project installs, and when an outside interior designer assists with a project. This includes preparing tasks for volunteers.

Job Details

Hours: Part-time, maximum of 20 hours/week. Hours have some flexibility and some remote work is possible. Required in person hours include Wednesday mornings, two weekend home visits each month (approximately 1-2 hours/visit), and two Friday full-day project installations each month. Must provide own transportation to drive to home visits and project sites.

Work Location: Furnish with Love, 508 E. Howard Ave, Decatur, GA 30030 (referred to as “The Hive”) and at project sites throughout metro Atlanta.

Skills and Qualifications: interior design experience, organized, project management experience, has taken a project from start to finish, ability to be creative on a dime, good at time management, experience creating floor plans.

Ideal candidate is someone who is already familiar with Furnish with Love. Having volunteered in our studio and for a Nesting Day is most helpful.

Compensation: \$25.00/hour.

Preferred Start Date: by August 1, 2025

Position reports to the Board Chair of a volunteer-run organization.

Applicants are requested to submit a resume and portfolio to info@furnishwithlove.org.

Summer 2025