

MANNA FOOD BANK

VOLUNTEER POSITION DESCRIPTION



Position Title: MANNA Volunteer Driver

Reports to: Mobile Programs Coordinator (Cody Robinson)

Shift times: Varying schedule Monday-Saturday (within the hours of 7am-7pm)

General Description of the Position:

MANNA Volunteer Drivers operate non-commercial, refrigerated MANNA trucks and deliver perishable/nonperishable food items to predetermined locations in our network. This direct-to-client distribution method helps to eliminate logistical barriers like limited on-site storage space, and lack of transportation. Although driving and distributing food is a very important part of this role, volunteer drivers will have the opportunity to engage directly with various unique communities within our 16-county service area. This includes interacting with community members in need of food assistance, as well as local leaders/partner agency staff that help coordinate these efforts.

Principal Activities of the Position:

- Volunteer will serve as a driver, picking up and delivering food throughout MANNA's 16 county region.
- Volunteers will work in pairs driving a small box trucks (no Commercial Driver's License necessary).
- It is requested that Volunteer Driver's commit to at least one reoccurring monthly delivery. As other available driving opportunities arise, the list of volunteer drivers will be emailed regarding upcoming driving opportunities. To volunteer for additional deliveries, drivers can simply respond to the opportunities that suit their schedule.
- Driving opportunities will vary in length of shift. Many shifts begin around 8am and will not end until the afternoon. Driving opportunities often include delivering produce and other perishables to partner agencies then supporting the agency with distributing the food (MANNA Express). Other roles include picking up frozen goods from Ingles Markets within our service area, delivering milk and other dairy items, assisting a MANNA Staff Driver with MANNA Community Markets as a ride-along, or other activities as needed in our Distribution Program.
- Upon arrival on-site, drivers will connect with agency staff/volunteer point person to help unload product and if volunteer drivers are staying for the distribution, they will help on-site workers set up tables with food/product selection.
- If staying for a distribution, volunteers may be asked to breakdown and clean up on-site, including collecting banana boxes and breaking down cardboard boxes. Additionally, load any leftover product onto the truck to return to MANNA.

Qualifications:

- Understands and is committed to MANNA's mission to involve, educate, and unite people in the work of ending hunger in Western North Carolina.
- Volunteer must be willing and able to pass a driver's background check and complete a medical history form.
- Volunteer must be willing to take a 2-hour training, pass a driving test, and complete a defensive driving course online (more information regarding sign up for the course will be given to volunteer after completion of the background check and medical history form).
- Volunteer must be punctual for their shift, sign in and out of the volunteer computers, and always come wearing closed toed shoes.
- Has the ability to repeatedly lift 50lbs of product. Product will not always be heavy, but repetitious lifting is a part of this position during times of distribution/deliveries.

- Has a consistent positive attitude, and practices empathy. Distribution sites are meant to be no judgement zones and all are welcome to participate as needed.
- Unsafe practices, lack of punctuality, unpleasant behavior or language, or damaging/taking/consuming warehouse product could result in an immediate end to the volunteer partnership with MANNA.
- Comfortable personally interacting with seniors, children, community partners, and individuals experiencing food insecurity.