

JOB TITLE: Toledo Emergency Food Pantry Worker

PURPOSE: Work with other volunteers to minister to those in need of emergency food

JOB DESCRIPTION: Conduct face-to-face interviews with clients to determine their needs and eligibility, distribute food according to agency guidelines, make referrals, complete paperwork, stock shelves, and bag food

QUALIFICATIONS: Ability to work closely with other volunteers, follow agency guidelines and lift food

TIME COMMITMENT: Pantry is open the last two weeks of each month from 10:00 am to 2:00 pm with one hour for lunch. Commitment once or twice a month

TRAINING: Orientation and initial overview provided by pantry coordinator as well as hands on training prior to first day or with trainer on the first day and ongoing training. Finger print needed.

SUPERVISION: Emergency Food Pantry Coordinator – Joyce Willier

CONTACT: Joyce Willier Office: 419-243-9178
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