

Second Harvest Volunteer Position Descriptions

Parking Lot — You will be assisting with the flow of traffic into the parking lot, and exiting the parking lot. You will help direct traffic and secure the parking lot.

Time Requirement: 3pm-8pm.

Outside/Inside Security — You will be providing security for the outside and inside of building, and working with security manager to maintain order and safety for all.

Time Requirement: 3pm-8pm.

Set-Up Team — You will assist by laying down plywood to help guard the carpeting, Set-up tables and rearrange Fellowship Hall as needed to prepare for distribution.

Time Requirement: **Thursday** before distribution 6:30pm-8:30pm.

Food Organization — You will help with taking food from trucks and putting it in order inside of the building, and will be helping with Organization Manager with last minute set-up and repackaging product. Time Requirement: 3pm-7pm.

Table Distribution — You will help in the giving and distribution of food, smiling, assisting our guests and showing them the love of God. Some volunteers will need to lift boxes. Time Requirement: 5pm-8:30pm.

Registration — You will assist at the front of the line to register our guests and assure that all paperwork is filled out correctly and that this process is completed quickly and efficiently. This is also a position where you will be warmly interacting with our guests and showing God's love. Time Requirement: 5pm-8pm.

Hospitality — You will help people with sliding boxes of food through distribution line and warmly interacting with guests. You will also ensure that the line is moving smoothly. Time Requirement: 5pm-8pm.

Car Delivery — You will carry food boxes from tables to carts and push shopping carts through the parking lot. This requires some physical stamina and ability to lift heavy boxes. Time Requirement: 5pm-9pm.

Recycling/Cardboard — You will be helping break down boxes, recycling them and moving them out of the way. Time Requirement: 5pm-9pm.

Tear Down — You will assist with putting the Fellowship Hall back the way it was before distribution. This includes putting tables away, helping with cleaning and other duties of this nature. Time Requirement: 7pm-until done.