



VOLUNTEER OPPORTUNITIES 2023/2024

North Port Meals on Wheels proudly serves up to 140 meals per day with the anticipation of significant growth over the next year. Currently we manage close to 200 volunteers with most committing to a few hours a week and some to a few days a week. We value each of these volunteers, their dedication to our mission, clients and to each other. Maybe one of these positions is a good fit for you?

Meal Preparation/ Kitchen

Lead Cooks: Generally work one day per week from 6:30am to approximately 9:30am. Their job as the supervisor of the shift is to prepare the main meal according to the menu plan with the assistance of 2-3 helpers. Their duties include safe handling and storage of food, portion control and clean up.

Kitchen Helpers: Generally work one day per week from 7:00am to approximately 9:30am, under the direct supervision of a Lead Cook. Their job is to assist with the preparation of meals by chopping, cutting and scooping foods as assigned. Their duties also include safe handling and storage of food, portion control and clean up.

Substitute Kitchen Helpers: Work **as needed** 7:00am to approximately 9:30am, under the direct supervision of a Lead Cook. Their job is to assist with the preparation of meals by chopping, cutting and scooping foods as assigned. Their duties also include safe handling and storage of food, portion control and clean up. Most are assigned well in advance of the day.

Prep Team: Members work one day a week from 9:00am to approximately 11:00am. Working with the Prep Team Lead they will take on more time consuming tasks such as preparing soups, or muffins to be used on another day. Their duties include safe handling and storage of food, portion control and clean up.

Bread Team: Members work on Wednesdays from 8:30 - 9:30, sorting and slicing bread for Thursday delivery. This is a low impact activity but requires some standing.

Food Purveying / Kitchen

Receiver: Works under the direction of the Kitchen Assistant, the Receiver generally works one day per week but the days and times can vary so a flexible schedule is required. Duties include inspecting and checking in food and supplies as they are delivered by the food bank or foodservice company. This is a fast paced job that requires a lot of physical exertion moving, storing and organizing items.

Donations Transportation Volunteer; This is generally a few hours a week and a specific route is assigned on either Tuesday or Wednesday. A volunteer will pick up donated items from a local Publix store and will transport them to our kitchen by 8:30am. There are also routes available to transport donations from our kitchen to local food pantries. Times vary.

Food Delivery / Kitchen or Enroute

Driver Coordinator: Working under the direction of the Lead Driver Coordinator there is a different Driver Coordinator for each delivery day. The Driver Coordinator will work at the kitchen one day per week beginning at 8:30am. They will bag, pass out food to the delivery drivers and review special instructions for each route. The DC stays on call, until approximately noon, to answer any calls from drivers as meals are being delivered and arranges coverage for routes as needed when drivers are absent.

Bagger: Works one day a week from approximately 8:30 to 10am and assists the Driver Coordinator in packaging food for delivery drivers.

Delivery Drivers: Are responsible for delivering food, on an assigned route one day per week. Pickup times are assigned in 5 minute intervals beginning at 9:30am. Routes are completed by noon.

Substitute Delivery Drivers: Are responsible for delivering food, on an assigned route **as needed**. Most are assigned well in advance of the day. Pickup times are in 5 minute intervals beginning at 9:30am. Routes are completed by noon.

Community Outreach:

Fundraising Team Members: Meet for two hours monthly under the direction of the Program Director. This team is responsible for finding, creating and planning fundraising events within the community. If you're an "ideas person" who likes to engage with other ideas people, this may be a good fit for you.

Fundraising Events Volunteers: Like to be engaged with other community members in person and raise money to support our cause. Some of our recent events have included: Working at the concession stands at Cool Today Park during the Atlanta Braves Spring Training games and other events, Collecting donations at Cars and Coffee in North Port and selling tickets for a comedy show at Visani.

Social Media Engagement Volunteer: Likes to engage with other community members, via social media on a regular basis to help us get the word out about the services we provide and our financial and volunteer needs. If you are interested in and knowledgeable about social media and other platforms such as Facebook, Instagram, Pinterest and X we would love to speak with you about joining our volunteer team.

If you would like to volunteer, but you're not sure how, reach out to our Program Director and we may just have, or be able to create, a perfect spot for you!

Terry Church 207-877-5934 or director@npmow.org

**VISIT US AT:
NORTH PORT MEALS ON WHEELS
13600 TAMIAMI TRAIL (BISCAYNE PLAZA)
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