



Volunteer Position Description Meal Delivery Driver

Purpose of Position

To ensure the successful and accurate delivery of nutritious meals to Project Angel Heart clients from an assigned satellite distribution center.

Supervisors

Distribution Coordinator, Volunteer Resources Coordinator; Southern Colorado Volunteer Coordinator

Responsibilities

- Arrive at assigned satellite at the scheduled time to collect all meals and corresponding route sheet
- Follow all directions exactly and communicate necessary information to Project Angel Heart
- Respect and maintain all aspects of client confidentiality, including destroying route sheets upon completion of deliveries
- Respect and maintain appropriate boundaries with clients, staff, and volunteers
- Honor the diversity of Project Angel Heart's clients, staff, and volunteers

Qualifications

- Age 18+
- Completion of volunteer orientation and paperwork
- Completion of meal delivery training and review of meal delivery guidelines
- Successful completion of a background check
- Must have access to a vehicle. Project Angel Heart does not provide transportation
- Proof of insurance and valid driver's license
- Must be comfortable interacting with those who are ill
- Ability to lift up to 25lbs
- Ability to read and understand instructions on route sheets

Dress Code

As a representative of Project Angel Heart, a professional image must be maintained to instill confidence about our organization in the minds of our staff, clients, donors and volunteers. For confidentiality reasons, please do not wear any clothing with Project Angel Heart's name or logo, including t-shirts, hats, or sweatshirts.

Schedule

Schedules are flexible but deliveries occur on Fridays from 11:00am-1:00pm and Saturdays from 1:00-3:00pm in Denver, Saturdays from 10:00am-12:30pm in Colorado Springs, Saturday 9:00am-11:00am in Pueblo, and Monday 10:00am-12:00pm in Denver.

Commitment

Six month minimum