

P.O. Box 4291
Santa Rosa CA 95402



707 527-5151
fish-of-santa-rosa.org

Volunteer Management Positions Available

Call Jeff Burton for more information: 538-4059

Home Delivery Manager. Oversee home delivery of food on the 1st and 3rd Saturdays of each month. Complete training and support provided. Here are the details:

- Prepare F.I.S.H. paperwork for clients receiving home delivered food each delivery day.
- Prepare basic bags of food for each client.
- Prepare bag of meat and extras for each client.
- Provide delivery drivers with list of clients to receive food that day.
- Provide support for regular distribution crews on 1st and 3rd Saturday as they give food to those who come to F.I.S.H.
- Sort and store Saturday's delivery of food by St. Vincent's.
- Interview new home delivery clients to determine food preferences & delivery details.
- Help recruit and train new home delivery drivers as needed.

Food Drive Manager. Oversee food drives at Safeway Stores on the 1st and/or 3rd Saturdays of most months. Complete training and support provided. Here are the details:

- Schedule food drives with the two Safeway stores.
- Help recruit and schedule volunteers to staff each food drive.
- Train new food drive volunteers for maximum effectiveness.
- Maintain food drive materials and handouts.
- Set up each food drive with signs, carts and materials.
- At the end of each food drive, collect all donations.
- At home or at F.I.S.H. weigh and value the food then leave it on the receiving room table.
- Count the money donations and turn over to Treasurer.