



Volunteer Opportunities Checklist

Name: _____

I would be interested in the following activities in the pantry: (X all that apply. Rank your top two choices by writing **1** and **2** next to box)

Activity	Times	Frequency of Activity
<input type="checkbox"/> Pantry Shifts <input type="checkbox"/> Weekday and/or <input type="checkbox"/> Saturday <input type="checkbox"/> Desk Worker <input type="checkbox"/> Floater <input type="checkbox"/> Scale Worker <input type="checkbox"/> Sacker	Shift hours *	1 or more times /month
<input type="checkbox"/> Stocking shelves	Flexible (day or evening)	1 or more times /month
<input type="checkbox"/> Fresh Produce Processing	TBD	Seasonal
<input type="checkbox"/> Pick up food donations	Fri, Sun evenings	1 or more times /month
<input type="checkbox"/> Repackage Donations	Sat or Mon, 8:30 am	1 or more times /month
<input type="checkbox"/> Warehouse Organization	Wednesday afternoons	1 or more times /month
<input type="checkbox"/> Serve on a pantry committee <input type="checkbox"/> Fundraising/ Marketing <input type="checkbox"/> Volunteer Support <input type="checkbox"/> Operations <input type="checkbox"/> Finance <input type="checkbox"/> Garden	Weekday afternoon or evening Based on events 1 st Wed 4:30 pm 1 st Wed 3:00 pm 3 rd Tues 4:30 pm TBD	1 or more times /month
<input type="checkbox"/> Sort clothing donations	Flexible (day or evening)	1 or more times /month
<input type="checkbox"/> Administrative Support	Varies	Occasional
<input type="checkbox"/> Volunteer with Garden	Thurs 4:30-6:30 pm	Seasonal
<input type="checkbox"/> Help with special distributions (coats, socks & underwear, toiletries drives)	Varies	1-2 times/ year

* Shift hours: Monday/Tuesday/Wednesday/Thursday/Saturday 9:45-12:15 ---- Tuesday/Thursday 2:45 6:15

AVAILABILITY:

I would typically be available to volunteer...

- Weekday Mornings 9:45am- 12:15pm
- Weekday Afternoons 2:45pm-6:00pm
- Weekday Evenings
- Saturdays

Optional- other notes about availability:



North Liberty Community Pantry

Volunteer Application

Volunteer Opportunity Descriptions

Working a shift in the pantry:

Pantry shift workers greet families that come to the pantry, help them get food and/or clothing, weigh the food after it is selected, stock shelves, and complete general cleaning and straightening. Shift hours are Monday- Thursday and Saturday 9:45-12:15 and Tuesday/Thursday 2:45-6:15.

Stocking and sacking food:

This involves coming when the pantry is not open, stocking shelves, and making up sacks that will be given out to families during open hours (flexible hours).

Fresh produce processing:

This involves sorting, repackaging, and displaying fresh vegetables into the pantry and/or setting up the seasonal Free Pantry Farmers Market on Thursdays 4:45 PM-6:30 PM.

Picking up donated food:

This involves picking up food from retailers that have agreed to donate to the pantry.(times vary)

Repackaging donations:

This involves bagging bread donated from Panera or breaking up other large donations received.

Warehouse organization:

This involves helping organize food and toiletry donations in the warehouse before or during the regular HACAP delivery. Please let staff know if you are interested in driving van for pickup. Comfort with using a ladder and ability to lift 20 lbs. preferred.

Serve on a pantry committee:

We have 5 committees that oversee the operations and planning for the Pantry. Each takes on a different aspect of ensuring that the pantry operates to its full potential!

- **Fundraising and Marketing:** helps link the Panty to the community through awareness-raising and donation requests.
- **Volunteer Support:** provides recruiting, training, scheduling, and support for volunteers.
- **Operations:** prepares for the day-to-day work of the pantry and support tasks.
- **Finance:** tracks donations, spending and prepares the budget.
- **Garden:** manages volunteer recruitment, events, activities, budget, and specific funding goals

Sort clothing donations:

This involves gathering, sorting, arranging, and putting away clothing donations. (flexible hours)

Administrative support:

This involves doing administrative support work such as scheduling volunteers, record keeping, assembling mailings, etc. (flexible hours).

Growing Together Garden Volunteer:

Help maintain the Garden on Thursday evenings or other hours as approved. Support educational activities through material assembly or volunteering at events.

Coats and socks & underwear drive:

Assist with obtaining clothing and/or financial donations for annual clothing distribution. Assist with planning and staffing distribution day in October.