

#FEEDTHEWEST

VOLUNTEER WELCOME PACKET

THIS PACKET INCLUDES:

- TEAM ASSIGNMENTS & SCHEDULES
- GROCERY NEED LIST
- ASSEMBLY TEAM LIST
- DELIVERY TEAM SCRIPT
- BEST PRACTICES

WE ARE EXCITED TO WORK WITH YOU! THIS IS A TEMPORARY EMERGENCY PROJECT TO SUPPORT FOOD JUSTICE IN THE WEST END.

TEAMS

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Monday, Thursday, Friday

(5650 Bardstown Road - back of the Austin Sewing Center Building)

Drop Off: 3:30-4:30

Sorting: 3:30-4:30

Assembly: 4-5

Deliveries: 5-6(ish)

Please wear comfortable shoes!

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SORTING TEAM

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AS GROCERY DONATIONS COME IN, DIRECT VOLUNTEER TO THE CORRECT STATION & MAINTAIN CLEAN STATIONS THROUGHOUT THE DAY.

SECTIONS:

- BAGS/BOXES
- WATER/DRINKS
- SNACKS
- CANNED GOODS
- BOXED GOODS
- PRODUCE
- HYGEINE

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ASSEMBLY BOX/BAG TEAM

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EACH BAG MUST INCLUDE:

- 6 WATER BOTTLES
- 2 FRUITS
- 2 VEGETABLES
- 2 CANNED GOODS
- 1 LOAF OF BREAD
- 1 PROTEIN
- 1-2 SNACKS/DESSERT
- 1-2 NOODLES/RICE
- 1-2 HYGEINE ITEMS

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DELIVERY CALL/TEXT SCRIPT

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1. Once you pick up the delivery, text/call to let the receiver know your ETA
2. Text the dispatch number (530-727-8835) to confirm the delivery name and address once completed
3. Post on social media and tag #FeedTheWest (optional)

TEXT: Hello, my name is _____ and I am delivering free groceries from #FeedTheWest. Shauntrice put you on this list. I will arrive at ____ pm to drop off your food at the door. Due to COVID-19 we cannot come in close contact. I will wear a mask when I drop off food. If you have any issues, please text Shauntrice: 530-727-8835 with your name so we can help. Thank you!

BEST PRACTICES

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- Do NOT take photos of people we deliver to and do not ask them to be in a photo. If they ask you first, that's fine, but we are not doing this for the gram. We're doing it for the people.
- If you feel sick, STAY HOME. Please don't put folks at risk
- Wear a mask and bring hand sanitizer--if you do not have either just let us know. We can provide assistance with advanced notice
- If you can't make it, text me as soon as you know so that no one misses out Be patient. I came up with this idea at midnight so there will be hiccups.