

## **VOLUNTEER OPPORTUNITIES: INDIVIDUALS**

### **Food Packer\***

**Schedule:** Monday and Friday, 1:00-3:00 pm

**Assignment:** Sort and organize food delivered via Foodbank. Pack bags of food for distribution at food pantry.

### **Food Pantry Assistant\***

**Schedule:** Tuesday and Saturday, 9:15 am-12:30 pm

**Assignment:** Help set up, direct traffic in the parking lot, check-in guests, distribute food and clean-up.

### **Food Rescue Driver\***

**Schedule:** Monday and Thursday, 9:15 am-12:00 pm

**Assignment:** Drive truck to pick up food from grocery stores. Unload, sort, weigh and organize food. Valid driver's license with good DMV record and heaving lifting (up to 50 lbs.) required.

### **Food Rescue Assistant\***

**Schedule:** Monday and Thursday, 9:15 am-12:00 pm

**Assignment:** Assist with picking up food from grocery stores. Unload, sort, weigh and organize food. Heaving lifting (up to 50 lbs.) required.

### **Community Dinner**

**Schedule:** Monday-Friday, 4:30-6:15 pm\*\* and Saturday, 2:00-3:45 pm\*

**Assignment:** Help set-up, distribute meals and clean-up.

### **Office Assistant\*\*\***

**Schedule:** Monday-Friday, 8:00 am-12:00 pm and 1:00-5:00 pm (as needed)

**Assignment:** Assist with copying, filing, shredding, mailings and special projects.

### **Front Desk Assistant\*\*\***

**Schedule:** Monday-Friday, 8:00 am-12:00 pm and 1:00-5:00 pm (as needed)

**Assignment:** Man front desk, answer and direct incoming calls and assist staff, clients, volunteers, and guests. Office work as needed.

\* These opportunities are at **First Lynnhaven Baptist Church** located at 2744 Robert Jackson Dr.

\* This opportunity is at **Mount Olive Baptist Church** located at 310 N. Birdneck Rd.

\*\*\* These opportunities are at JCOC's **Admin Office** located at 762 Independence Blvd., Suite 100C.

### **For more information:**

Krishna Loya, Community Engagement Manager

kloya@jcoc.org | (757) 491-2846, ext. 102