



CITY OF SOUTH PASADENA

COMMUNITY SERVICES DEPARTMENT

1102 Oxley Street, South Pasadena, California 91030

(626) 403-7360, Fax (626)403-7361

VOLUNTEER OPPORTUNITY

Delivery Person for Home Delivered Meals Program
(2-7 hours per week)

The Community Services Department is recruiting for the position of Delivery Person for the Senior Meals Program. The volunteer reports to the Site Manager, and is responsible for delivering hot meals to home-bound Senior Citizen's and disabled residents of South Pasadena.

Filing Deadline: Continuous- Applications are accepted throughout the year. Call the Senior Center to receive an application packet at 626-403-7360.

Example of Duties: May assist with packaging meals for home delivery, and may assist with placing containers into Cambro (storage container) and ice chest.

- ◆ Places Cambro (storage container) and ice chest with food in vehicle for delivery.
- ◆ At each residence volunteer places aluminum container, fruit, and milk in a plastic bag provided and delivers to the individual. (Note: Some individuals may ask for assistance in opening food container or milk carton).
- ◆ Periodically attends volunteer management meetings.

◆ **Requirement** Must possess a valid California Class C license and have a vehicle for deliveries. Proof of auto insurance is required as well as a current driving record from the DMV. Reimbursement for gasoline expenses is provided by the City. Volunteers will be asked to be fingerprinted and to attend an orientation at an agreed upon time.

◆ **Knowledge/Skills/Abilities** Ability to speak and read the English language to communicate with seniors; and read Thomas guide.

Physical Demands Ability to lift approximately 20-40 pounds (Cambro storage container and ice chest).

Working Conditions The volunteer may work in an indoor kitchen facility and outdoors during the process of delivery.