

Volunteer Opportunity Descriptions

Service Days Shifts

- **Outdoor Setup** – Work in a team to prepare the pantry for outdoor distribution. Volunteers need to be able to lift 20-30 pounds and move around regularly for a two-hour period. Job entails setting up tents and risers and moving racks of grocery bags and boxes of produce.
- **Pack Produce Bags** – Work in a team for outdoor distribution by setting up double bags and packing them with produce based on a predetermined list. Volunteers must be able to lift 20 lb cases of produce and work collaboratively in a team, sometimes adapting to changes.
- **Packing Cold Orders** – This job is performed inside our cold order room and consists of following the packing lists organized by family size to provide families with bags packed with cold and frozen items. Volunteers must be able to lift 25-30 pound boxes during the shift. Volunteers should welcome a chance to organize items for packing, follow the list and pack at a moderate to fast pace. The job involves handling cold and frozen foods. At the end of service, clean up the work area.
- **Dry Bag Distribution** - Distribute dry bags and boxes to families curbside. Volunteers must be able to lift 15 pounds repetitively. At the end of the day, assist with moving racks and risers back inside, etc.
- **Produce Distribution** - Volunteers will pack produce bags and distribute them to families at curbside. Volunteers must be able to lift 15-20 pounds repetitively. At the end of service, assist with storing remaining produce, putting away tents and risers, etc.
- **Expediter** - This job consists of one or more of the following tasks. Take baskets with cold orders from inside to outside. Bring cold order bags curbside for pickup by families. Pack milk and eggs for distribution. Volunteers must be able to lift 10-15 pounds repetitively.
- **Diaper and Dessert Distribution** - Depending on the timing of the shift tasks include the following. Set up the diaper rack outside and fill it with inventory from inside. Distribute diapers and feminine hygiene products curbside. Organize and date check desserts by family size and distribute curbside. Provide pet gift cards for clients who request them. At the end of service, return inventory in an organized manner indoors.

- **Spanish Translation-** Serve as a translator between pantry staff and volunteers and clients. Sensitivity to privacy and respecting the dignity and diversity of those we serve is essential. Conversational comfort or fluency in Spanish is needed to answer questions that our clients might have regarding their registration, food availability or access to our pantry. We may also ask for your assistance when you are not at the pantry to translate written information for our clients.
- **Box Breakdown and Cleanup** - Over the course of our service day, thousands of pounds of food (approximately 15,000 pounds) are unpacked and put into bags by our produce, grocery and cold order packers. Then, all these empty boxes have to be flattened for recycling and put in our bins. This is an important job that requires patience, safe use of a box cutter and a chance to hang out with these volunteers while they are packing. Clean up includes some sweeping and tidying up, and moving trash and recycling to the outdoor area. Our goal at the end of a service day is that the outside looks like we were never there!

Unloading Shifts

Join our enthusiastic and energetic team to help bring 5,000-9,000 pounds of food indoors from pallets left curbside by the Greater Boston Food Bank. Food includes produce, cold/frozen foods and dry goods. The team usually consists of 5-7 people, so the work is shared. Volunteers need to be able to lift/move boxes or cases that are, on average 20 lbs. but some items (such as produce) are 50 lb. bags. Job also requires following direction to organize inventory in its intended location. Each shift is 1-1.5 hours.

Indoor Bagging Shifts

These shifts involve packing our dry grocery bags for distribution. Volunteers set up double bags and follow a list of items to be placed in each bag. At the end of the shift, volunteers breakdown boxes and place boxes in recycling bins. This is a great shift to do with a friend or family member.

Food Pickup Shifts

These shifts involve driving to local area partners to pick up food donations. Volunteers must have the equivalent of a small SUV or larger vehicle. These pickups are at designated times and volunteers are onsite to help with the unloading.