



The Community Health Centres of Northumberland (CHCN) is a community-centred primary health care facility. With a vision rooted in providing comprehensive primary care services, delivered by an interdisciplinary team of professionals to promote healthy communities, we offer a range of community-based services.

The CHCN has opening(s) for **Food Security Community Food Box Delivery**

Reporting to the Community Dietitian or designate, volunteers will be responsible for the delivery of food boxes to the homes of assigned clients. Food Delivery Volunteers will provide a valuable service to many people that are food insecure and have difficulty accessing transportation to and from the CHCN. Volunteers work in teams of two, comprising of one driver and one assistant.

We are looking for individuals who are able to commit to volunteering for a minimum of 3 months, making a 2-3 hour bi-weekly commitment. The individual will be working on-site and within the Town of Port Hope.

All volunteers will attend a training program that will consist of core information around food security, loneliness, mental health, and community resources. Volunteers will also be trained on specific policies and procedures that are relevant to this position. The required training will be completed prior to starting in the volunteer role.

Responsibilities

- To deliver several food boxes on a pre-determined route provided in a timely manner.
- To engage with clients answering questions or inquiries regarding the service and if necessary bringing the information requests back to Community Team staff member for follow up.
- To monitor food temperatures and make necessary adjustments in food handling as required.
- To return all food not delivered to the CHCN.
- Submit completed summary reports to Community Program Assistant or designate.
- Participate in mandatory volunteer training and orientation.
- Adhere to policies and procedures related to health, safety and quality matters to ensure employee, volunteer, and client safety.
- Ensure all near-misses and incidents are promptly and accurately reported to the Community Dietitian or designate.
- Ensure confidentiality and privacy of client's names and conversations.



Qualifications

- A completed criminal record check with a vulnerable sector check is mandatory.
- Consistent and dependable availability.
- Strong interpersonal, customer service and empathy skills.
- Punctual and organized.
- Ontario class G driver's license required and access to a vehicle is considered an asset (mileage would be reimbursed).
- Experience working with vulnerable populations is considered an asset.

Working Conditions

- The work is performed on-site and within the community, with minimal supervision.
- Hours of work are currently on Thursday mornings from approximately 8:30am-10:30am.
- Must be comfortable driving locally, short distances, in all types of weather conditions.

Physical and Mental Requirements:

- Must be able to lift up to 20-30 lbs

To Apply:

Any interested candidates should fill in a volunteer application form and submit by email to Amanda McConkey at amcconkey@porthopechc.ca indicating **Food Security Delivery** in the subject line or drop off at the CHCN Attention: Amanda McConkey.