



OPEN POSITION

Job Title **Volunteer Food Coordinator**

Reports to: Office Manager and/or Executive Director

Details:

Help Feed the Worksite Volunteers

Greater Plainfield Habitat for Humanity is blessed by volunteer assistance on our construction worksite. We try to honor the donation of time and energy made by these loyal volunteers by feeding them with true hospitality...

The **Volunteer Food Coordinator** schedules interested individuals and/or groups from the community to provide and deliver nourishment to our construction worksite. Numerous groups offer their interest and desire to get involved. Our Food Crews engage them with our worksite building without the need to know how to construct home.

There are three choices available to Food Crews:

- Weekday Work Day Lunches
- Work Group Lunches
- Weekday Snacks

Weekday Work Day Lunches

Food Volunteers provide a simple lunch of sandwiches or pizza, drinks, maybe dessert and/or fruit at around 11:30 am on a Weekday Work Day. The Building Volunteers work from 8:00 am 'til 2:00 or so and are ready for a lunch break when Lunch Crews show up. The Work Day location and the number of Building Volunteers are known by the week before the day chosen.

Work Group Lunches

GPHFH acts as host to a large number of Work Groups who actually choose to spend time building homes for others. We are truly blessed that they do this and try to show our appreciation for their support by supporting them with nourishment. We are looking for simple lunches to be delivered to the Work Site on a scheduled basis; we need one Food Volunteer group for each of the days the Work Group is here.

Weekday Snacks

Our weekly Worksite Volunteers love to receive morning snacks such as coffee, bagels, donuts, and/or fruit as snacks.

Other arrangements are certainly possible. The goal of a Weekday Snack is to show the Volunteers how our community supports the mission of AVHFH. We invite other community groups or volunteers to support our regular Worksite Volunteers so that they, both Food and Building crews, can see how we change peoples' lives.

The GPHFH Volunteer Coordinator WILL work with the Volunteer Food Coordinator to sort out all of the details including delivery.

Education, Experience, Skills Required:

- High School diploma or equivalent required.
- Must have a clear desire to work, be friendly, flexible and enthusiastic, and willing to support the mission of Habitat for Humanity.
- Considerable knowledge and experience in effective scheduling practices.
- Computer skills a significant help.

Compensation:

- Volunteer position.

**If interested, please email your interest to: home@gphabitat.org.
Or call (908) 769-5292.**