



Position	<b>Volunteer Doorstep Dinners Driver</b>
Hours /days	Approx. 2 hours, Shifts available everyday from 15 <sup>th</sup> June to the 15 <sup>th</sup> September
Period	45 days
Reports to:	Scheduling Coordinator

## About Doorstep Dinners

Doorstep Dinners (DD) is a meal service for people identified as isolated or needing to self-isolate during the COVID-19 Crisis. The program utilises volunteer drivers to deliver meals made by participating restaurants. DD has supported local restaurants and food suppliers to maintain business during and post the COVID-19 pandemic. During phase 1 it was identified an ongoing need to continue to provide meals to a limited number of people on the program that have been identified as highly vulnerable.

The meals are provided by restaurants and delivered by volunteers. Recipients are referred to the program by caseworkers or community service organisations and must meet a strict criteria to be eligible.

## Volunteer Role

The Volunteer DD Driver is responsible for picking meals from the restaurants and then delivering those meals to a list of recipients provided by the project officer.

The volunteer driver works in a team with another volunteer to deliver the meals.

The volunteer DD drivers can nominate how many days per week they would like to volunteer in this role.

## Requirements

- Work in a team of 2
- Arrive at the nominated restaurant at 4pm to pick up prepackaged meals
- Deliver meals to recipients in the 2 hour window from the time of collection from the restaurants
- Record delivery times on delivery spreadsheet supplied
- Email delivery spreadsheet to Scheduling Coordinator
- Record and pass on any changes to client deliveries to the Scheduling Coordinator

Program partners



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- Ensure that the rights, interests and needs of the people we support are addressed effectively, while understanding and respecting the linguistic and cultural diversity of the people we support and our work teams.
- Ensure that all St Patrick's Policies and Procedures, including Occupational Health and Safety policies are implemented and complied with.
- Contribute to the continuous improvement of activities, including safety and health

#### SELECTION CRITERIA

1. Friendly /good communication skills
2. Be able to read maps and/or navigate
3. Willingness to adhere to policies and procedures and instructions provided
4. Be an ambassador of the organisation when in public
5. Non-judgemental attitude
6. Willingness to be flexible

#### REQUIREMENTS

- National Police Clearance
- Current Driver's License

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