



200 Lillie Street North
Thunder Bay Ontario
P7C 5Y2

South 625-3667
North 684-2862

Meals on Wheels Volunteer Driver / Server Position

Purpose:

Support the health and independence of qualified older, disabled and convalescing citizens by delivering a hot meal, a security check and a friendly link with the community.

Responsibilities:

- Deliver meals, following guidelines and procedures as provided.
- Drivers provide transportation for servers.
- Report incidents of incomplete delivery (no-contact) promptly.
- Report problems, concerns promptly.
- Recognize and respond to emergencies, following program procedures.
- Maintain strict confidentiality.
- Notify M.O.W. if not available as scheduled.
- Represent City of Thunder Bay Meals on Wheels in a positive, professional manner.

Qualifications:

- Can understand and adhere to code of confidentiality
- Valid Ontario driver's license and clean driving record (drivers only)
- Appropriate automobile insurance
- Knowledge of city streets helpful but not essential
- Can follow written and oral instructions
- Can recognize and report any hazards, emergencies
- Can relate to various ages, abilities, backgrounds and circumstances, and
- respect individual differences.
- Sound judgment, maturity
- Can work cooperatively with other volunteers

References:

- Two references required – no relatives or in-laws.

Training:

- One hour interview and orientation session (office).
- First route assignment(s) with experienced volunteer partner (field)

Supervision & Support:

Meals on Wheels Supervisor, Fieldworker and Assistants are available for direction during route delivery, and following deliveries for ongoing support and consultation. Office hours 8:30 a.m. - 4:30 p.m.

Hours Required:

- 1 to 1 ½ hours, weekday mornings between 10:15-12:30, once every 1- 2 weeks, or on an occasional, spare, short-term or seasonal basis.

Benefits:

- Join a dynamic team of dedicated volunteers and supportive staff.
- Opportunity to serve your community, meet people, get some exercise.
- Gas allowance (\$3.75 per route delivered, payable twice a year)

All applicants must apply for a Type 2 Police Records Check and bring in with your completed application.

HOW TO APPLY: Call 625-2785 or 625-3667.