

VOLUNTEER ROLE DESCRIPTION

Role Title: Soup Van Driver
Division: Ontario
Ministry Unit/Dept: Journey to Life Centre
Location: 545 Cumberland St. N., Thunder Bay, ON P7A 4S2

Mission Statement

The Salvation Army exists to **share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.**

Core Values

The Salvation Army Canada and Bermuda Territory has four core values:

Hope: We give hope through the power of the gospel of Jesus Christ.
Service: We reach out to support others without discrimination.
Dignity: We respect and value each other, recognizing everyone's worth.
Stewardship: We responsibly manage the resources entrusted to us.

Volunteer Role Summary:

Are you self-motivated and a team player with a desire to contribute to the community? Do you have a Valid driver's license and clean driving abstract? Are you of a pleasant and courteous disposition with the ability to relate positively to others? The Soup Van Driver assists the Thunder Bay Journey to Life Centre in driving the soup van to supply meals to individuals and families who need a meal.

Responsibilities:

- Load soup truck, drive to specified locations and serve hot meals to the Soup Van clients.
- Demonstrate knowledge of safe food handling practices.
- Work cooperatively with other volunteers.
- To interact with clients in a positive and supportive manner.
- Contact emergency personnel as necessary (ambulance or police).
- Maintain cleanliness of the Soup Van, inside and out, especially the food storage and food service areas.
- Clean the kitchen area of the Soup Van to meet the requirements of the Public Health Department standards.
- Complete Soup Van statistics sheet and daily mileage log sheets before leaving shift.
- Complete incident reports before leaving shift if necessary.
- Inform Program Services Director of any issues with grocery shortages, supplies or Soup Van.
- Assist in picking up food donations as requested.

- Follow procedure to verify volunteer participation and inform an on-call person if necessary.
- Work in compliance with OH&S Act and Regulations and abide by The Salvation Army's policies and procedures.
- Perform other position related duties as required.
- Support Salvation Army mission, values, and code of conduct.
- Ability to undergo applicable screening and background checks successfully that are satisfactory to The Salvation Army, in its sole discretion (i.e., The Salvation Army Abuse Registry) and provide an original copy of a Background Check with vulnerable sector screening.
- Must complete Criminal Reference Check, fee to be paid by volunteer.
- Have current First Aid/CPR Certification or willingness to obtain.

Working Conditions:

- Flexibility in scheduling is required.
- The work schedule is determined in consultation with your supervisor and may vary according to requirements of responsibility.
- The operational hours of this position are 7 days per week from 4:30 p.m. – 8:00 p.m.
- One (1) month probationary period, with an evaluation after two (2) weeks, and three (3) months.

Sign-off by Volunteer

I have read, understood, and accept the Casual Soup Van Driver role description outlined.

Volunteer Name (*please print*)

Volunteer Signature

Date

Please Note: This role is voluntary. Signing of this document endorses the fact that I have read and agree to act in a manner that is consistent with: The Salvation Army Mission and Values, Role Description, Code of Conduct, Policy and Procedures and other objectives of The Salvation Army, including confidentiality regarding all client, staff, and program information.