

SENIOR SERVICES, INC.
VOLUNTEER JOB DESCRIPTION

Department: Meals-on-Wheels

Job Title: Hot Meal Delivery Driver

Supervisor: Volunteer Coordinator

Job Summary: Delivery of pre-packaged hot lunches to elderly clients who are unable to prepare a daily nutritious meal for themselves.

Job Description Responsibilities:

- 1. Provide your own transportation and gas**
- 2. Pick up hot meals at specified location Monday-Friday mornings between 9:30 and 10:30**
- 3. Each meal is delivered and contact is made with recipient**
- 4. Alert Meals-on-Wheels staff to any situation resulting in non-delivered meals**

Desired Skills:

- 1. Valid driver's license**
- 2. Ability to read and follow directions**
- 3. Dependable**

Frequency and time required:

Minimum of one time per month for two hours

Other helpful information: A volunteer orientation and training will be provided.

Supervisor's Signature

Date