



VOLUNTEER ROLE DESCRIPTION

Title of Role	Food Drive Lead
Goal of Role	Organize a food drive from beginning to end in order to assist the YMCA Nutrition Programs in fighting hunger in WNC!
Tasks and Activities	<ul style="list-style-type: none"> • Advertise food drive • Organize volunteers/helpers • Gather food from neighbors, workplace, community group, etc. • Deliver food Nutrition Outreach Hub upon completion
Age requirement	None
Length of commitment	Varies
Estimated hours/month	Varies
Scheduling	<input checked="" type="checkbox"/> At volunteer's discretion <input type="checkbox"/> At specified times:
Location(s)	Varies
Dress Code	None
Qualifications and skills desired	<ul style="list-style-type: none"> • Ability to bring people together for a common cause • Access to people who would participate in food drive
Training and other requirements	<ul style="list-style-type: none"> • None
Supervised by	Contact for this opportunity: Name: Meredith King Title: Nutrition Manager of Outreach Email: mking@ymcawnc.org Phone: (828) 575-2939 x 1804

Signature of Volunteer

Printed Name

Date

YMCA NUTRITION PROGRAM'S TOOL KIT FOR FOOD DRIVES

PLAN! PLAN! PLAN!

A food drive is an event that takes about one month in planning, carrying out and evaluating. Before you start planning, call us! We want to help you every step of the way with resources and advice. You do not have to do this alone! The first step of this is planning. You have a few things to figure out.

- Assemble your team!
- When is the drive? How long? (A month, a week, a day?)
- Where is the drive going to be?
- Who are you going to ask to participate?
- How are you going to get the word out? (Fliers, emails, phone calls?)
 - Are you going to give out fliers to neighbors with bags attached to them to pick up the next week?
 - Are you going to do a phone tree?
 - Are you going to do a drop off box in a high traffic area of your church, school or other organization?

FOOD WE ARE ABLE TO ACCEPT

- Canned Vegetables
- Canned Meat (chicken and tuna)
- Dry beans
- Whole Wheat Pasta

**We are only able to accept unopened donations

PROMOTE

Make it fun! If it is a week long event, have theme days such as Meat Monday (canned chicken and tuna) Or use themes in a different way.– have meal themes for different days such as Taco Tuesday and request beans, rice, taco shells, salsa, seasoning, etc.

If there are groups of people like different teams or classes, have a competition to see who can raise the most food. Mix it up and have them build the biggest pyramid or most creative figure with the food they collect!

SET GOALS!

The next step is setting a goal. Setting this goal will allow you to determine how you are going to carry out your food drive. This will help decide how you will advertise and how you will talk to people about your drive. Be realistic! You can set this goal in number of items or you can set it as pounds of food collected.

LET'S DO IT!

Let us know at least a week in advance so that we can provide you with boxes or bags and any fliers you may need! We also will need to set up a time for you to drop off food at the Pantry!

The resources we have available for you include:

- Collection barrels
- Grocery bags
- Fliers
- Donation receipts and thank you notes
- Advice and answers to any other questions you may have!

We would not be able to operate without your generous donation and your giving heart! If you have any questions during your food drive planning process or when you can drop off your donation, please do not hesitate to contact us at mking@ymcawnc.org or visit www.ymcawnc.org/nutritionprograms