

# Role Description Volunteer Delivery Driver

#### **About FareShare**

FareShare is a national charity fighting food poverty by tackling food waste. We source food from food retailers and manufacturers, that is surplus to requirements and engage many volunteers to help re-distribute this to local Community Food Members (CFMs), that provide meals to vulnerable people (individuals who are homeless, unemployed, socially isolated, or recovering from addictions). FareShare now operates 20 regional centres around the UK in partnership with various partners, including EMERGE.

FareShare Greater Manchester has been run by EMERGE 3Rs since 2008. EMERGE is a charity that has been active in the 3Rs (reduce, reuse and recycle) since 1996. From our regional centre based on New Smithfield Market we redistribute tonnes to over 200 CFMs. You would be joining a committed team of paid staff and volunteers working hard to increase the amount of food we can receive and send out to our member organisations.

# **Key Tasks**

- To carry out basic vehicle safety checks and complete paperwork
- To load food orders onto the van ensuring orders are positioned safely and in delivery order and unload on arrival at customer address
- To ensure that CFM customers are dealt with in a positive manner demonstrating good customer service
- To ensure orders are transported at the required temperature and temperature logs maintained
- To drive in a safe, courteous and legal manner at all times
- To ensure the security of the goods and vehicle
- To load used trays and cardboard for recycling
- To refuel the van as necessary
- To clean the internal storage area of the van

#### Reports to

The FareShare Warehouse Manager

#### Location

FareShare Regional Centre, Units E6-E8 New Smithfield Market, Openshaw, Manchester, M11 2WJ.

#### Hours

A variety of shift patterns are available within the opening hours of 8.30am – 4.30pm Monday to Friday. We operate delivery runs that last four hours each including loading. You can volunteer to do a particular delivery run on a particular day or more if you are available.

## Requirements

- Over 25 years of age, full clean licence preferred / no more than 3 points
- Experience of driving a 3.5 tonne transit style van
- Good communication skills verbal and written
- Interest in the work of FareShare and our values
- Good customer service skills
- Ability to follow procedures and instructions
- Fitness to carry out tasks involving lifting, loading and unloading up to 25KG
- Ability to work as part of a team

### **Training**

A full induction on FareShare and EMERGE the organisation will be given. Full training about the role and tasks will be given. The role offers opportunities for continued training in skills that are relevant to many working environments. There is ongoing support and supervision.

## What you will gain from the volunteer role

- Skills and experience in delivery driving
- Experience of working in a team
- Gain experience in the food industry warehousing and customer service
- Employability support
- Knowledge of charity work relating to food poverty
- The satisfaction of knowing you are making a vital difference to the work of FareShare.
- Work experience to add to your CV
- A reference

#### **Expenses**

Expenses for travelling to and from FareShare will be reimbursed up to £5.60 per day. Lunch expenses will be reimbursed up to £3.00 for those volunteering for 4 hours or more per day Tickets and receipts are required.

# How to apply:

To get a registration form please contact

EMERGE Volunteer & Employability Programmes Manager

Units E1-7, New Smithfield Market

Whitworth Street East

Openshaw

Manchester

M11 2WJ

Tel: 0161 223 8200 ext 110

Email: volunteering@emergemanchester.co.uk

