



FAMILY MEAL SUPPORT VOLUNTEER POSITION DESCRIPTION

Purpose

Caring for families with children who are ill or injured

Mission

We provide essential services that remove barriers, strengthen families, and promote healing when children need healthcare.

Service Description

At the House, the kitchen is at the heart of our mission. We provide grab-n-go food items, snacks, buffet-style salad bar lunches, and dinner daily to our House guests. We also provide our Hospital-Based Programs with meals and snacks for families who visit those locations. The House kitchen runs like a restaurant would, and we need Family Meal Support Volunteers to help with cleaning, restocking, inventory, and of course, meal preparation.

Requirements for All Volunteer Positions

- Be at least 18 years of age and pass a criminal background check
- Demonstrate a commitment to the RMHC NEO mission
- Be able to both take direction and work independently
- Maintain confidentiality regarding family information, be able to work effectively and sensitively with diverse populations, and maintain healthy boundaries (not take on families' troubles as one's own)

Required Tasks

- Clean dining and kitchen areas (for example, putting away food and washing dishes)
- Restock dining room area (for example, snacks, boxed lunches, cereal, coffee station, etc.).
- Organize donations and purchased supplies into pantry, refrigerators, and freezers
- Assemble orders for Hospital-Based Programs
- Take inventory of food and supplies
- Assist shift supervisor with meal preparation, when needed

Skills Needed

- Work well with others
- Follow instructions with care
- Show motivation and a willingness to learn and complete tasks
- Physical needs: the ability to sit or stand for extended periods of time and lift 25 lbs.

Schedule and Commitment

- One 3-hour shift per week or every other week
- Must be able to commit to 3 months of service minimum

Supervisor

Family Meal Program Manager or supporting staff members