



SPECIAL VOLUNTEER OPPORTUNITY

Title: Shop the Dock Volunteer

Schedule: Weekly commitment of approximately 3-4 hours, one designated day each week for 3 months or longer. Shift times are 8:30am-12pm and 12:30-4pm, Monday-Friday

Location: Hunger Solution Center, 815 S 96th St, Seattle, WA 98108

Position Summary

This position offers a great opportunity to work directly with our community Food Bank/Agency partners while gaining valuable experience working alongside our inventory and warehouse team members in the efficient process helping to ensure that nutritious food is made available for the community. The Shop the Dock Ambassador volunteer welcomes Agency Representatives when they arrive to pick up orders and assists them in the selection of a variety of perishable mostly refrigerated items from our Shop the Dock (SD) cooler. The volunteer oversees the daily inventory of items in the Shop the Dock cooler and selectively arranges, merchandises (grocery store-style), provides quality checking and replenishing the supply of products for display and selection.

Duties/Responsibilities

- Perform daily inventory SD Cooler to review items for quality and expiration date.
- Tag perishable and expired items and remove if possible.
- Merchandise and arrange similar product types together (Grocery store style) in SD cooler so that items are appealing and accessible to Agency Representatives.
- Inventory main warehouse cooler for SD product replenishment. Use the Priority List to determine what Product/Pallets are to be pulled first.
- Coordinate with Production team to pull product from main cooler to replenish SD Cooler.
- Review Recall Notices list and tag any product that may be affected.
- Invite and lead agency representatives through tour of SD Cooler, share information about available food items and assist with product selections.
- Offer and suggest additional items from warehouse cooler.
- Assist Agency Representative in the completion of product check-out form.
- Communicate with Agency Relations about contacting/Emailing agencies about newly available items for pick up in SD Cooler.

Required Skills

- Prerequisite: Food Lifeline volunteer experience repacking produce
- Ability to lift up to 50lbs
- At least 18 years of age
- Interest working with people, supporting Food Lifeline's work and mission and developing skills in warehouse work and food distribution
- Ability to communicate effectively and willingness to interact with diverse clients and staff

Interested?

[Click here and select "Shop the Dock" in the dropdown menu!](#)