



Senior Resource Center at Family Service

405 S. State Street
Champaign, IL 61820
352-5100

VOLUNTEER JOB DESCRIPTION

MEALS ON WHEELS

Organization	Family Service Senior Resource Center
Job Title	Meals on Wheels Volunteer
Objectives	Provide nutritious meals to those who are not able to safely prepare meals on a long- or short-term basis
Duties and Responsibilities	Pick up meals from the Illini Union or Heartland Health Services and deliver to clients on an established route; return equipment; call office if client is not available to receive meal
Qualifications and Requirements	Must be 18 years of age; possess a car, valid driver's license and auto insurance; reliability; ability to follow confidentiality practices
Lines of Communication	Senior Resource Center at Family Service 352-5100 Meals on Wheels Coordinator - Yvonne Meals on Wheels Manager – Marilyn Volunteer Recruitment – Cindy
Orientation and Training	Senior Resource Center staff will provide initial orientation and answer your questions on a day-to-day basis; initial orientation and training take 30-45 minutes during which time staff will make copies of driver's license and auto insurance card
Times Needed and Place of Work	Meals are delivered Monday – Friday from approximately 10:30 am - 12:30 pm; volunteers choose day(s) to deliver; volunteers pick up meals at the Illini Union or ManorCare, deliver to clients homes as per delivery book then return equipment; office staff are available at 352-5100 if questions come up during the delivery
Commitment Required	Minimum of one shift per month; weekly is preferred
Benefits	Mileage is reimbursable; corporate volunteers will have a magnetic sign with their name/company for delivery car; the main benefit is internal – knowing you are making a significant contribution to the health and well-being of seniors in our community!

We're Here for Seniors and Their Families.