



VOLUNTEER POSITION DESCRIPTION PROGRAMS & SERVICES

TITLE:

Chuck Waggin' Food Handler PS-CWFH

MAJOR OBJECTIVE:

To provide pet food to homebound, disabled or elderly and low-income pet owners in Riverside. The goal is to keep our community's pets healthy by providing appropriate nutrition in times of need.

RESPONSIBILITIES:

1. Package and label donated pet food for Meals on Wheels clients.
2. Rotate donated food inventory ensuring that first in is first used.
3. Keep food prep area clean and well organized.
4. Organize and process donated recyclables, transport to recycling center (Chuck Waggin' is partially funded by our recycling program)

QUALIFICATIONS:

1. Some stooping and bending may be required
2. Must be able to lift 25 lbs.
3. Dedication to the center's philosophies
4. Good communication and listening skills
5. Minimum 16 years of age

TRAINING:

1. Attend MSRPAC's volunteer general informational session and round robin dog socialization session
2. On the job training with the Volunteer Services Coordinator
3. Interview with Volunteer Services Manager or designee

TIME AND PLACE:

Monday pm , Tuesday am shift and regular hours of operation on Wednesday at the pet adoption center

COMMITMENT:

Two hours per week for six months

SUPERVISION:

Direct supervision by the Volunteer Services Coordinator. Indirect supervision by the Volunteer Services manager.

BENEFITS:

1. Continuing Education
2. Recognition events
3. Volunteer newsletter
4. 10% discount at Critter Corner Pet Store
5. Personal fulfillment
6. Licks, wags and purrs!