



# WAREHOUSE VOLUNTEER INFORMATION SHEET

1. Warehouse volunteers sort and box food donations and box or bag fresh produce. Working as a team volunteers check food for quality, sort by category, and box or bag food for distribution in our warehouse sorting areas. This position does require frequent standing, bending, and some volunteers may need to lift.
2. Please review our [Volunteer Waiver](#) and watch our [Safety Video](#) prior to your shift.
3. To learn more about the Food Bank, please watch this [short video](#).
4. Please wear clothing you will be comfortable moving around in, long pants are recommended but not required (jeans are great!). The warehouse does not have heat or a/c, layers are encouraged. Team shirts are great. We can help you take pictures!
5. **IMPORTANT:** All volunteers must wear a nametag and closed-toed shoes for safety.
6. In order for us to keep everyone safe in our warehouse, we ask you adhere to the following policies:
  - Please do not volunteer when you are displaying any signs of illness. For more information, please see the Food Bank's COVID-19 general guidance on our Volunteer FAQ.
  - Masking and wearing disposable gloves during volunteer shifts are optional for all volunteers.
  - Volunteers must always be safety conscious. This includes preventing injuries by using proper lifting techniques and asking for help if needed.
  - Eating, drinking, and chewing gum are not allowed in the sorting area. Please keep these items in the volunteer snack area. We encourage you to bring a refillable water bottle.
7. Parking is limited. Carpooling encouraged.
8. Concord Warehouse: We are located at **4010 Nelson Avenue in Concord**. Follow the signs to the Volunteer Parking Area & Entrance. Enter there to get to the Volunteer Sorting Room where you will sign-in. Please arrive no more than 10 minutes before your scheduled shift start time and plan to participate for the duration of your shift.
9. Thank you! The Food Bank relies on volunteers and donors to help us provide 2.7 million meals monthly to our neighbors living in Contra Costa and Solano Counties. We are grateful for the support of our corporate group volunteers, who are critical to our mission to lead the fight to end hunger, in partnership with our community and in service to our neighbors in need.
10. Interested in doing more, but don't have the time? We have some suggestions:
  - Consider donating to the Food Bank through your company's matching gifts program.
  - Host a virtual food drive. It's fun and easy. No heavy lifting involved!
  - Host a traditional food drive. Work together to collect our most needed food items
  - Make an impact every month in your community. Become a Nourish 365 member today!