



Volunteer Driver Responsibilities

At Marion-Polk Food Share we believe that no one should be hungry. Our Meals on Wheels Volunteer Drivers complete our mission daily. They deliver meals to those that are experiencing food insecurity or hunger every day.

The Meals on Wheels Volunteer Drivers provide a direct-service to hundreds of elderly and disabled individuals in our community. If you want to provide this service to our neighbors, we ask you are able to fulfill the following responsibilities:

- Commit to a minimum of 12 weeks of service. Volunteers are able to take vacations or miss in case of emergencies.
- Have a valid Oregon Driver's License (when your license information changes it is your responsibility to inform the Meals on Wheels office).
- Pass an Oregon Department of Human Services Background Check. We make sure all personal information is secured for your safety.
- Complete all necessary trainings for Meals on Wheels Volunteer Driving.
- Drive a route at least one day/week using your own vehicle. Routes begin at one of three different locations and usually take 2 hours to complete (current locations: First Christian Church, Center 50+ @ Portland & Pine, and the Keizer Elks Lodge).
- Provide a wellness check to our clients who may not receive any other social contact through the week (only if necessary).

If you are looking to help with Meals on Wheels, but with a little less responsibility, **we need Meals on Wheels Substitute Drivers as well!** Their responsibilities are listed on the next page.

If at any time you have concerns or questions please call the Meals on Wheels Office at the number below and they will be able to talk you through this process.

Marion-Polk Food Share
503-581-3855

Meals on Wheels
503-364-2856

Volunteer Manager
541-953-3668

Meals on Wheels Substitute Drivers need to:

- Have a valid Oregon Driver's License (when your license information changes it is your responsibility to inform the Meals on Wheels office).
- Pass an Oregon Department of Human Services Background Check. We make sure all personal information is secured for your safety.
- Complete all necessary trainings for Meals on Wheels Volunteer Driving.
- Regularly respond to requests for driving with either a yes or no.
- Substitute for a minimum of one/quarter on the day you selected to be a substitute.
- Provide a wellness check to our clients who may not receive any other social contact through the week (only if necessary).
- Call the Meals on Wheels Office if you see any concerns, have any questions, or need to report any meal changes.

Next steps:

- Fill out the online application linked [here](#) to volunteer at Marion-Polk Food Share.
- If you are willing to fulfill the responsibilities of either positions listed above please fill in the:
 - Volunteer Driver Application
 - Background Check Form (fill out Section 2 (#s 10-22) of the background check.)
 - And Read our Volunteer Rights and Responsibilities
- After completing please fax, mail, or deliver a copy of these documents **WITH** a copy of your current **Drivers' License** and **Driver's Insurance Card** to the Marion-Polk Food Share Meals on Wheels office for processing located @ **2615 Portland Road NE, Salem, OR 97301 on the second floor**. This usually takes 2-4 weeks to complete to insure our clients' safety.
- While your forms are being processed you can volunteer in other ways to help end hunger. If interested please call our Volunteer Engagement Center to schedule an orientation at 503-581-3855 x 311 or email volcoord@marionpolkfoodshare.org
- After your forms are processed you will receive an invitation to our Meals on Wheels Volunteer Driver Orientation where you will be assigned your route, start date, and ride-along schedule.
- Once you complete the ride-along you will be able to deliver meals to those in need on your own!

If you want to help but are unable to complete the responsibilities listed above, there are lots of other ways to help! Call Marion-Polk Food Share Volunteer Management Office and talk to a Volunteer Coordinator to learn more about all the different ways YOU can end hunger! – 503-581-3855 x 311.

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