



Gifts For Seniors *Remember Those Whom Others Have Forgotten*
A 12 County Metrowide Community Collaborative Donation Program

Contact: volunteer@GiftsForSeniors.org or 612-348-4749

VOLUNTEER POSITION DESCRIPTION TITLE: Gift Barrels Carrier

Purpose: Represent Gifts For Seniors by picking up gift barrels at storage site a week before Thanksgiving and delivering them to host sites in the metro area. Returns gift barrels to storage site the week after New Year's Day. Acts as an ambassador for the program when interacting with host site staff.

Responsibilities:

- Beginning of program:
 - ❖ Pickup gift barrels, brochures, window posters at the program's Roseville Internal Operations Center – during week prior to Thanksgiving.
 - ❖ Contact Host Site manager to advise of day and window-of-time of delivery of gift barrel – delivery is within the five days *before Thanksgiving*.
 - ❖ Greet Host Site manager/contact person, place barrel where indicated, fill brochure holder, and present window poster(s).
 - Say “Thank you” to manager and employees for their support of the program.
- End of program:
 - ❖ Contact Host Site manager to advise of day and window-of-time of pickup of gift barrel – pickup is within the five days after *New Years Day*.
 - ❖ Greet Host Site manager/contact person, present program authorization letter, pickup gift barrels and return to Roseville Internal Operations Center.
 - Say “Thank you” to manager and employees for their support of the program.

Requirements: Reliable, friendly, honest, detail oriented, enjoys driving and able to drive safely in winter weather conditions. Must have: a minivan, SUV or hitch with covered trailer (tarp or hard cover), a valid driver's license, current motor vehicle insurance, a good driving record, and ability to carefully lift and carry 5 pound empty gift barrels measuring 33” tall and 29” diameter. It is necessary that the volunteer is able to work independently and as part of a team. The volunteer signs a volunteer agreement, follows program procedures and sets appropriate boundaries. Complete the application, interview and orientation process, provide 2 references, and pass a criminal background and driver's license check.

Time Commitment: A few hours or a full day prior to Thanksgiving and another block of hours the first week in January. Flexibility of schedule of pickup/delivery times – weekdays, evenings, weekends.

Location: Choice of Host Site community location(s) throughout 10 county metro area.

Supervision: The volunteer reports to the Host Site Coordinator.

BENEFITS

- Volunteers get satisfaction by giving to the community through the Gifts For Seniors program by ensuring that good relations are established with Host Site managers and employees and gift barrels are in place on time with brochures and window posters to enable the community to donate gifts.
- Use your vehicle like Santa's sleigh and your winter time driving skills.
- Provide high impact community service over a short term time commitment.
- Receive volunteer recognition through invitation to attend an Omni Theater showing in downtown St. Paul
- Volunteers may qualify to be reimbursed for mileage expense pertaining to the assignment.

Gifts for Seniors has many partners, supporters and sponsors who help us make it happen, including: Minnesota Premier Publications, AARP Minnesota, KLBB Radio 1220 AM, SurfThing, Volunteer and Community Partnerships and more than 50 Twin City organizations. Visit www.GiftsForSeniors.org

Managed by Volunteer and Community Partnerships – HSPH - Hennepin County

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