



HOPE ON UNION
FOOD PANTRY

213-748-0209
1053 W. 23RD ST.

Volunteer Job Description

Volunteer Job Title: Hope Agent

Reports to: Operations Manager, Office Manager

Scheduled Shift: Wednesday 11:30 am- 1:00 pm; Thursday 7:30-11:30 am

Job Location: 1053 W. 23rd St. Los Angeles, 90007

Job Duties:

- Assist food pantry staff by bagging bread, fresh produce, and other food items delivered; assist by loading food into refrigerators or freezers
- Accept and unload food truck deliveries from local businesses and partners
- On Thursdays, help set up and distribute food directly to community members
- Ensure work station provided is clean and debris free at the end of the shift
- Greet all customers and ensure they have a positive shopping experience
- Participate in an orientation and training

Details of Job:

- Positive attitude and a team player
- Must be at least 15 or older
- Physically be able to bend, stoop, and lift up to 25 lbs (Ability to lift 25 lbs is preferred, though not required)
- Volunteers must also be able to stand on their feet for several hours at a time
- Excellent verbal communication skills
- Bilingual in Spanish and English is a plus
- Must follow Department of Public Health safety guidelines (wear mask, gloves)