

# 3.1

## Meal Service: Recruit Volunteers for Meal Service

*\*Before you organize meal service, consider more strategic, high impact efforts such as recruiting skills-based volunteers to provide free professional services (4.1) or organizing outreach for SNAP (Food Stamps) or Summer Meals in your community (6.1)\**

### Advantages

- Having regular volunteers helps to offset the costs of staff to run your meal service program, enabling you to focus more resources on providing food and other services to your community

### Challenges

- Relying solely on volunteers to run your program requires you to recruit and manage volunteers on an ongoing basis
- Volunteers' schedules and levels of commitment vary
- Often times volunteers want to provide the types of basic services for which you already have sufficient volunteers

### Steps to Success

#### 1. Start with your clients/customers, let them know you need volunteers to assist in meal service related tasks

- These people who directly benefit from your program can feel empowered while helping you meet your staffing needs

#### 2. Contact local religious institutions about recruiting volunteers

- Ask to speak to a preacher or church program coordinator
- Ask to post volunteer opportunities in the church bulletin

#### 3. Contact local high schools, community colleges, and/or universities about recruiting volunteers

- Many organize group volunteer projects for students
- Students often have volunteer requirements to graduate

#### 4. Post volunteer opportunities on all available digital and print resources

- Volunteer sites like [hungervolunteer.org](http://hungervolunteer.org) or [idealist.org](http://idealist.org)
- Newsletters, local publications

#### 5. Determine specific roles you need volunteers to fill, assign them to volunteers

- Establish responsibilities and defined projects for each role
- Volunteers take more agency over projects that specifically cater to their interests and strengths

#### 6. Keep track of volunteers and their contact information for future volunteer opportunities

- Use this list to send thank yous to volunteers for their efforts

#### 7. Ask volunteers to complete an evaluation about their service experience

- Gathering feedback helps to adapt roles for future opportunities
- Asking for feedback lets volunteers know you value their opinions and input

# 3.1

## Recruit Volunteers for Meal Service

Plan out your responsibilities and needs in order to coordinate successful meal service here:

What roles do you need volunteers to fill?	How many volunteers do you need for this role?	What specific skills are required to successfully and safely fill this role?

Plan out your volunteer recruitment strategies here:

Where will you recruit volunteers (schools, churches, recruitment websites, etc.)?	How will you recruit volunteers at this location (social media, presentation, flyers, newsletters, etc.)?	What roles are you hoping to fill at this location (based on the roles outlined above)?

Assign your volunteers specific roles and delegate tasks to ensure a smooth meal service execution!

Volunteer Name	What role have you assigned them?	What tasks are you delegating to them?