



## **Position Title**

Food Recovery Driver, ExtraFood.org (Part-time)

## **Organization**

40% of all food is wasted in the U.S. And, food waste creates an enormous environmental problem: if global food waste were a country, it would rank 3<sup>rd</sup> in greenhouse gas emissions after the U.S and China. Yet 1 in 5 people in Marin County, California, worry about where their next meal will come from.

ExtraFood's mission is to help end hunger and wasted food in Marin. Our first step is our county-wide food recovery program: we pick up excess fresh food from Marin's businesses and schools and immediately deliver the food to safety net partners – such as senior housing centers, homeless shelters & after-school programs – serving Marin's most vulnerable children, adults and families.

In 5 years, ExtraFood's staff and volunteers have organized, rescued, and delivered 3,000,000 pounds of food from 225 donors to 122 sites throughout the county. ExtraFood, winner of the 2017 Heart of Marin Achievement in Nonprofit Excellence Award, reaches more than 8,000 people every month with healthy, fresh food.

## **Position Summary**

This position, reporting to the Manager of Food Recovery Operations, is responsible for using his/her own vehicle to pick up and deliver recovered food on established and on-call routes, 15 hours per week Monday through Friday, and to fill in for ExtraFood's truck drivers when possible. You will be an ambassador for ExtraFood, cultivating and sustaining our relationships with key employees at food donor and recipient partner organizations and delivering high-quality, nutritious food for people in need.

## **Responsibilities**

1. Based on daily route schedule, complete specified "food trips": Pick up food donations from businesses 15 hours per week Monday through Friday and deliver to recipient partners, all within Marin County.
  - Interact professionally with staff at food donor and recipient organizations. Act as an ambassador for ExtraFood, communicating information about shared successes and addressing any issues that arise.
  - Arrive at food donors and recipients within specified time windows
  - Follow all food-safety guidelines in handling food (ExtraFood provides food-safety training)
  - Weigh donations and report weights to Operations Coordinator
  - Escalate any issues or feedback to Food Recovery Operations Manager as necessary
2. Complete on-call food trips as needed and available.

3. Keep vehicle clean and maintained according to ExtraFood protocol.
4. Complete food safety certification (at ExtraFood's expense), if not already certified, and keep certification up-to-date.
5. Fill in for ExtraFood's truck drivers (no special license needed) occasionally and if available.
  - Complete ExtraFood Truck Driver Safety Training

### **Qualifications**

Required skills/experience include:

- Engaged with our mission
- Excellent interpersonal and customer service skills; professional manner
- Outstanding driving skills
- Safe vehicle in good working order; \$100K/\$300K/\$50K insurance coverage
- Valid California driver's license (no special license needed) and car registration
- Excellent driving record as indicated by DMV report
- Able to lift and maneuver up to 50 lbs. safely
- Highly organized; demonstrated on-time performance with tracking/reporting data
- Willing to submit to background check
- At least 21 years of age
- Fluent in English
- Available by 8:30 am on a mutually agreed-to day(s) at our office in Kentfield
- 2 professional references

The following skills/experience are a plus:

- 1 year of professional driving and delivery experience
- Available on other days of the week

### **Compensation**

- Competitive and commensurate with experience
- Mileage reimbursement
- Sick leave
- The feeling of making a big difference in our community every day

**Send resumé and cover letter summarizing background and interest to:**

Sophia Balestreri, Manager of Food Recovery Operations, [Sophia@ExtraFood.org](mailto:Sophia@ExtraFood.org)