

## Volunteer Coordinator's Report – Tara Magaña – November 2021

### Volunteer News

- In Barb's absence, IFCS began looking for additional volunteers to fill in gaps. This led us to the realization that it is beneficial to have 5-7 volunteers a shift, instead of our previous goal of 2-3. There is always additional work to be done, which allows subsequent shifts run smoother, and staff to spend less time in the food market, and more time at their desks.

### Recruitment

**Food Market:** I recruited 14 new food market volunteers this month. We currently have 23 weekly, long term volunteers. Four of these volunteers work twice a week.

- Three volunteers are brand new to us and plan to volunteer weekly, long-term
- Two volunteers are with Volunteers of America, and are available when they are in town (once a month or so)
- One volunteer worked with us pre-covid and came back, recruiting her friend to volunteer with her. We are discussing having them volunteer weekly on a long-term basis
- We recruited a 2<sup>nd</sup> group of three elders from the LDS church to help us do some heavy lifting
- Three volunteers are Allison's in-laws, helping us while Barb is away
- One volunteer, who is a member of Centennial Rotary, will focus on organizing food for our partners who distribute food to our unhoused neighbors. This is a new area for volunteers.
- Some volunteers are only available to help out once or twice

**Admissions Assistant:** We recruited a new Admissions Assistant at the end of December. She worked in the food market during the holidays and began training on admin this month. We currently have 3 weekly administrative assistants.

**Driving:** Our driver who picks up donated food boxes for us had to step back due to an injury. I quickly found a new volunteer to fill this position. I am currently recruiting for a driver to pick up food from FERN on Tuesdays.

**Pop The Trunk:** Schedule is full through February, and I will soon fill March. Service groups who host this monthly have started sending us new members.

***Wednesday Stocking:*** A group from Ability Specialists still support us after Pop the Trunk by stocking our conveyor belt and shelves. This group continues to be invaluable to IFCS, as they significantly decrease staff time in the food market.

***TEFAP Unload:*** Octapharma Plasma is sending us 5 volunteers to unload the TEFAP truck (government assistance program) 2 Tuesdays of the month. Octapharma is also offering us 3 volunteers for 2 hours on non-TEFAP days.

### **Administrative work**

- I've focused on filling the Food Market Schedule
- With the influx of new recruits while short staff, I typically spend a couple hours a day in the food market, helping train and acclimate volunteers.
- We are seeing an increased need to develop a more strategic training program. We expect this process to take some time, but are in the beginning stages of development.
- I continue to assist with social media posts.