



COMMUNITY ACTION OF NAPA VALLEY

JOB DESCRIPTION

Program: Food Bank Program

Position Title: **American Canyon Pantry Volunteer**

Reports To: Site Managers

Essential Duties and Responsibilities:

1. Checking-in clients and obtaining signatures for food.
2. Taking clients shopping in pantry to pick groceries.
3. Scrutinizing and stocking of non-perishable food.
4. Scrutinizing and packing of perishable foods.
5. Loading client vehicles.
6. Clean up of site at end of shift.
7. Working as a team to complete tasks.
8. Comply with established CANV procedures.
9. Perform other related duties as assigned.