



COMMUNITY ACTION OF NAPA VALLEY

## **JOB DESCRIPTION**

Program: Food Bank Program

Position Title: **USDA Distribution Volunteer**

Reports To: Site Managers

### Essential Duties and Responsibilities:

1. Checking-in clients and obtaining signatures for food.
2. Distributing pre-packed bags into client's vehicles.
3. Clean up of site at end of shift.
4. Working as a team to complete tasks.
5. Comply with established CANV procedures.
6. Perform other related duties as assigned.