

Volunteer Requirements

In addition to providing quality services to our clients, we strive to provide a meaningful volunteer experience to those persons who possess a willingness to lend a helping hand and uphold the policies and procedures of pantry services.

All adult volunteers (18 years and older) must be willing to consent to a criminal background check and a one time drug screen as required by the City of North Olmsted and at its expense.

Persons convicted of a felony or those who fail a drug screen are not eligible to work in the Oxcart Pantry or with our clients.

City of North Olmsted Division of Youth & Family Services

STAFF

Christine M. Allegra, BS, MA, LSW
Administrator
Division of Youth & Family Services
440-716-4166

Danielle Liggett, B.A.
Case Manager
Community Diversion Program
440-716-4167

Georgia Wilder, BS
Outreach/Case Manager
Pantry Services
440-716-4165

Division of Youth & Family Services

North Olmsted Police Station
27243 Lorain Road
North Olmsted, Ohio 44070
Fax: 440-716-4233

Oxcart Pantry Office

26272 Butternut Ridge Road
North Olmsted, Ohio
440-716-4165
Fax 801-1039

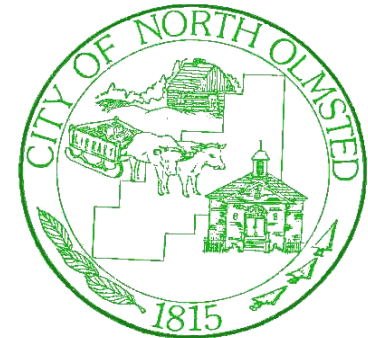
Madeline Brookshire
Volunteer Coordinator
rmsbrooks@roadrunner.com

The Division of Youth & Family Services provides community-based social services for the residents of the City of North Olmsted and is dedicated to helping people help themselves.

Volunteer Opportunities

at the

North Olmsted Oxcart Pantry



**City of North Olmsted
Division of Youth & Family
Services**

Welcome to the North Olmsted Oxcart Pantry!! The Oxcart Pantry is conveniently located at 26272 Butternut Ridge Road. It is run under the Division of Youth & Family Services for the City of North Olmsted. We are pleased to provide emergency food assistance to residents of North Olmsted who may be experiencing need in a warm and inviting country like setting.

The Oxcart Pantry has a variety of needs for which we utilize the care of volunteers to maintain our facility and operations. We think you will find getting involved in our community and interacting with our staff and clients rewarding. Please look over the areas of need and feel free to contact us sometime soon to visit our facility and explore the possibilities!!

Stocking Shelves: If you have the ability to lift and bend, then you may enjoy keeping our shelves stocked with food. This job involves unpacking and sorting food donations, making sure that items are in good condition and have not exceeded the printed expiration date on the packaging and rotating stock.

Packaging Food Orders:

Eligible clients can pick up food every 30 days. Clients are scheduled weekly throughout the month. One or two volunteers are needed each Tuesday to assist with packing food orders based on a packing guide for individuals and families. The job includes ticketing and organizing food orders as well as lifting the packed bags.

Distribution of Food: Weekly, eligible clients are scheduled to pick up their 30-day food supply. One or two volunteers are needed each week to assist the staff in greeting clients, helping with the smooth flow of people, and offering clients to select choice items such as donated pastry, bread, produce and specialty items, such as paper products, school supplies, etc. as well as refrigerated and frozen items as available. This job may include some light carrying of bags.



Delivery: Volunteers are needed to pack and deliver food to homebound clients as needed. The job includes completing necessary paperwork.

Bulletin Boards: One or two volunteers are needed monthly to change bulletin boards, decorate them seasonally, and update them for special events. Posting recipes and household tips is desired. This job is especially suited for creative individuals.

Food Pantry Schedule

The North Olmsted Food Pantry office is open every Tuesday, Wednesday, and Thursday from 8:00 a.m. to 4:30 p.m. Food and cash donations are accepted during business hours. If you are interested in exploring volunteer options at the Oxcart Pantry, please contact Georgia Wilder, Case Manager, at 440-716-4165 or Madeline Brookshire, our Volunteer Coordinator for the Oxcart Pantry via email at rmsbrookshire@roadrunner.com.