



99
YEARS
1920-2019

Aucklanders

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Group Volunteer Information – Distribution Centre

Location: The mission's distribution centre is located at 15 Auburn Street, Grafton. The distribution centre, plays an important role in ensuring that donated goods are distributed to those in the community who need them most. The distribution centre operates Monday to Saturday from 7am – 3.30pm.

Group Size: This opportunity ideally suits groups of **3– 15 volunteers** (*Maximum 20 by pre-arrangement during the week*). Space in the warehouse is at a premium at the conclusion of in kind donation appeals which happen throughout the year. In these instances groups may be limited to a maximum of 12 volunteers. All volunteers must be aged 15 years and over. Youth under 18 years must be adequately supervised by a responsible adult at all times.

What will we be doing?

Your team will be working alongside the Mission team, contributing to the services we provide, which include emergency food parcels, furniture & clothing for families in need, food distribution via food link to over 50+ food banks from Thames to Kaitaia!

Volunteer activities include:

- Packing food parcels for families in need.
- Restacking and labelling food cans | tins
- Sorting and organising food | goods | bric-a-brac | clothing.
- Washing walls and windows | cleaning, sweeping and mopping.

Volunteer Times: To get the best productivity we require a minimum of 3 hours per shift. Where possible we recommend a 9am start. You can nominate a finish time after 12pm and up to 3.30pm

Health & Safety: Every shift starts with a health and safety briefing conducted by a mission team member. All volunteers are required to complete an individual registration form sent to your co-ordinator prior to your volunteer day. We ask that all volunteers wear light practical clothing and closed footwear suitable for working in a warehouse. Most of the tasks include light to medium physical work, the majority of your time will be spent standing.

Amenities: We recommend that your volunteers bring their snacks / lunch with them as there are very few eateries nearby. We will supply access to tea & coffee making facilities. Alternatively to further help the mission you could consider eat my lunch for your team as they regularly donate food to the mission!

Parking: There is limited onsite parking available on a first in first served basis in the alley ways on either side of the Mission building. Car-pooling is recommended where possible. There is limited paid street parking during the day. If you are in a position to walking or public transport is best.

Donations: Yes, we warmly welcome an office collection of good quality washed clothing for all ages as well as non-perishable pantry items such as canned beans, dried pasta, pasta sauces, canned tuna, preserves for our food parcels. These can be brought with you on the day.

Volunteer Co-ordinator | Anne Lawson | anne.l@aucklandcitymission.org.nz | 027 700 4208



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HOW TO BOOK:

- Email our Volunteer Co-ordinator to enquire about availability.
- Once you have agreed on a date, you will receive a booking form.
- A booking will be made upon receipt of the signed booking form.
- A confirmation number will be issued.
- A reminder will be sent ahead of your volunteer day.