Redwood Gospel Missions
Food Truck Driver

The Redwood Gospel Missions, in the grace and power of Jesus Christ, mobilizes our community to minister to those in need, so that lives are transformed.

Location: 101 6th Street, Santa Rosa
Ministry: Food Services
Time Commitment: 40 hours per week
Supervisor: Food Service Manager
Also works with: Food Service Manager
Supervises: NLP Members on assignment for field agent work

Position Summary: Food donation pickups and distribution. Establishing & maintaining relationships with providers of contributions of food and other grocery items. Keeping logs of items received.

Qualifications: Good organizational & social skills. Be a team player. Have a current CA driver's license & a clean driving record. Moderate lifting, bending, twisting.

Duties & Responsibilities:

*Schedule & manage all food & operational donation pickups for all ministries.
*Develop new donor relationships with community businesses. Maintain good relationships with all regular donors. Establish long-lasting relationships with donors & provide regular informational materials to donors at least semi-annually.
*Maintain logs of food donation value estimates for use at fiscal year-end. Submit same to donation processing staff each month for the purpose of recording and preparing inventory valuation at fiscal year-end.
*Assist the Food Service Manager as needed with the safe storage of food and disbursement to other agencies of surplus food items.
*Work with Food Service Manager & Facility Steward to safely dispose of excess food surplus and unusable items in an appropriate manner. May be required to make trips to the county dump facilities.
*Supervise New Life Program members and certificate requirements.
*Other duties as requested by supervisor, particularly on seasonal outreach events.