



UNDER ONE ROOF
Wellness. Community. Purpose.



Job Posting 2023-21 Driver

Background:

Under One Roof is a community hub that aims to build a sense of Wellness, Community, and Purpose for people in Squamish. It's more than just supportive housing, it's a community food hub, a volunteer hub, a wellness hub and a central access point for supports and services.

UOR gives us a shared and centralized location from which to provide all our food services to the community. We will no longer be scattered throughout the community.

Our focus is on building capacity and creating vibrant centre for all. Under One Roof. We want to create a safe and dignified grocery-story shopping experience for all, and de-stigmatize accessible food distribution. Everyone has the right to healthy food.

Squamish Helping Hands and the Squamish Food Bank Society operate a collaborative, low-waste food hub in an inclusive, socially just and caring environment. Activities are intended for the bounty and good of all. The food hub is a place where people, food and partners are valued:

- Food is recovered, repurposed and shared;
- People are engaged and encouraged to build personal capacity and independence; and
- Partnerships are based on trust, open communication and reciprocity.

JOB DESCRIPTION:

The Driver works primarily in the Food Rescue program for the Under One Roof Food Hub. The Driver reports to the Food Services Manager. The Driver operates the refrigerated truck to pick up, transport and unload food and other donated items.

Specific Duties & Responsibilities:

- Safely operates the van or truck to pick up food and donations from specified locations and deliver it to the Under One Roof facility.
- Follows the prescribed pick-up and delivery schedule
- Ensures donations are safely and securely placed in the vehicle.
- Performs routine inspection on the vehicles such as lights, fluid levels, tire pressure. Fuels and cleans the vehicle. Recommends vehicle repairs and maintenance and may schedule vehicle repairs and maintenance.
- Maintain vehicle operations records such as trip logs, maintenance and inspection logs and checklists.
- Directs and assists volunteers in the loading and unloading of the vehicle.

- Liaises with food donors such as grocery stores.
- Provides guidance and assistance in methods and procedures to volunteers
- May participate in the planning of the route
- Assist staff and volunteers with sorting donations of food and other items, entering items into inventory, and storing items.

Qualifications:

- Minimum two years previous experience working with volunteers or equivalent experience
- Experience and comfort driving a large vehicle in all weather conditions
- Current certification in First Aid/CPR and Food Safe
- The successful candidate will be subject to a Criminal Record Check
- Valid Driver's License and clean Driver's Abstract

Skills and Abilities

- Demonstrated ability to work independently and within a team environment.
- Demonstrated ability to communicate effectively both verbally and in writing.
- Comfort with using common computer programs
- Demonstrated ability to take direction from others and provide guidance to others
- Demonstrated ability to understand and maintain appropriate workplace boundaries.
- Involves lifting and carrying heavy boxes, crates, bending, twisting. Works in all weather conditions.

JOB CLASSIFICATION: Driver

Grid Level: 6 - \$22.79

Hours: Regular Part-time (20 hours) Tuesday to Saturday

BCGEU membership required

To apply, please send a resume and cover letter to info@shhs.ca quoting the job posting No. 2023-21.

Note that Squamish Helping Hands workplace currently falls under a Provincial Health Order that requires workers to be fully vaccinated for COVID-19.