

Food Delivery Coordinator

Open Arms Mission is a Christian organization, called to be faithful stewards of God's resources to demonstrate value and dignity while assisting those living in economic, social and spiritual poverty.

Our Core Values:

- Christ-centredness: maintaining Christ in the centre of all by focusing on communicating the hope of the Gospel through words and actions.
- Service: attentive to short and long term needs
- Development: empowering to reach toward personal potentials by showing respect and dignity as image bearers of God.
- Partnership: co-operating with churches, businesses, agencies, and individuals for the betterment of our community
- Discernment: prudently using resources that are made available

The Resource Acquisition and Distribution Driver is a full time 16 week contract position is 32 hours per week Monday through Friday.

Responsibilities:

Gather:

- Gather produce from local farmers and suppliers.
- Connect with farmers and suppliers to foster a good relationship with them
- Sort donations with a team to ensure that only quality food is kept for distribution

Distribution:

- Deliver food to the Mission Center and other agencies
- Deliver food to clients who are immobile or unable to get to the Mission Center
- Track and document deliveries using the Open Arms Mission Warehouse Delivery Database
- Lead "pop-up" giveaways when inventory is high
- Connect with other agencies to foster a good relationship
- Work with volunteers to accomplish tasks

Qualifications and skills:

- Must be older than 25 years of age
- Excellent work ethic, communication, and time management skills
- Highly relational and easy to talk with
- Punctual with reliable form of transportation
- Full G class license with a clean drivers abstract with at least two years experience
- Able to lift/move up to 50 lbs
- Desire to support and promote our values and mission

Interested applicants may send resume and cover letter to Marty Misener, Executive Director of Open Arms Mission. If you require a disability related accommodation during the application process, please inform us of your requirements.