



## JoyFull Eats Volunteer Holcombe House

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### ORGANIZATIONAL MISSION

Ronald McDonald House Charities Greater Houston (RMHC-GH) offers a *home away from home* providing care, compassion, and hope to families with seriously ill children being treated in Texas Medical Center member institutions.

### LOCATION

Holcombe House: 1907 Holcombe Blvd, Houston, TX 77030

### SCHEDULE

Shifts are three hours long, two times per month. Shift times are seven days a week, 10:30 am – 1:30 pm for lunch and 4:30 pm- 7:30 pm for dinner.

### SUPERVISOR

Food Operations Manager

### VOLUNTEER ROLE PURPOSE

The JoyFull Eats Volunteer leads donor groups in the set-up, serving, and breakdown of meals and organizes food donations in the pantry. RMH Houston's guests spend long hours at local hospitals and a warm lunch or dinner is a welcome distraction from a child's complex medical treatments. By providing nutritious meals and a listening ear, we make sure our families will feel welcomed, known, and supported. JoyFull Eats volunteers help lower parents and family members' stress in a time when support is needed the most and create a hopeful and secure environment in our *home away from home*.

### RESPONSIBILITIES

Duties will vary depending on the needs of the House during each shift but may include:

#### MEALS

- Welcoming donor groups to the House and assisting with check-in
- Giving a short tour of the space and sharing information about the mission of RMH Houston
- Explaining dinner serving process and assisting with set up of donated food
- Educating group on how to prepare to-go boxes with leftovers after the meal
- Overseeing and assisting with the group clearing the serving area
- Thanking donors on behalf of RMH Houston
- Assisting with or serving a meal when a donor group is short on people

#### DISTRIBUTION CENTER AND KITCHEN PANTRY

- Opening and breaking down incoming boxes of snacks and supplies
- Sorting, dating, and documenting incoming donations
- Restocking snacks and pantry items in community kitchen and the distribution center area
- Checking community fridge for expiring foods and organizing
- Breaking down larger servings into individual size servings for the families on site
- Helping families find materials and utilize resources in family kitchen

**QUALIFICATIONS**

- Ability to relate to families and children of various ages and cultural backgrounds
- Ability to comfortably engage with patients and families of seriously ill children
- Excellent interpersonal skills
- Focuses and does not lose sight of the task at hand
- Self-starter who takes initiative and can work independently
- Enjoys actively listening to family members
- Receptive to feedback, coaching, and experimentation
- Collaborative team-player excited to join a small, hard-working team

**REQUIREMENTS**

- At least 18 years old
- Completion of a background check
- Complete general orientation and specific role training

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by a volunteer to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Able to regularly walk long distances, sit and stand.
- Able to lift up to 25 pounds.
- Good vision including close, distance, peripheral, and depth perception.

**APPLICATION SUBMISSION**

Complete a volunteer application online by visiting [rmhhouston.volunteerhub.com](http://rmhhouston.volunteerhub.com) or visit our website at [rmhchouston.org](http://rmhchouston.org) to learn about more volunteer opportunities.