Volunteering with the Burntisland and Kinghorn foodbank

A Frontline opportunities

1 Burntisland Tuesday and Friday, open to clients 12 – 130 at the Salvation Army Hall. Volunteers set up the room before noon, meet clients to take details, and give out food parcels and other items that are needed, then tidy up at the end. They refer on to agencies that may help clients and point out offers available within the community. Volunteers usually work one session per fortnight.

2 Kinghorn Saturday 1030 – 1145 at the Community Centre. Volunteers work one session per fortnight. Tasks as at Burntisland, setting up from 10 am.

B Encouraging donations (the ''Morrisons' team)

1 Morrisons, Kirkcaldy on the first Saturday of the month, 10 am to 4 pm, in 3 * 2 hour shifts. Handing out leaflets inviting folk to but something extra and leave it in a trolley for use by the foodbank. 2 people per session, plus a short set up, and taking the donations back to 4 Meadowfield.

C Background opportunities, within the 'packing team', primarily at 4 Meadowfield.

1 Packing parcels Monday at 10 am or 630 pm, from which the parcels are collected on the Tuesday after the pack, or Thursday evening at 630 pm on alternate weeks for the Kinghorn pack. Session lasts 1.5 – 2 hours. Make up the packs as per lists, each pack in a crate. Sort items on shelves, taking off wrapping etc and making up tea bag packs. Needs a reasonable level of fitness. 3 packers per session.

2 Meeting the payback team who transport packs Every Tuesday from 1030 am. Hand on the packs and fresh food to be taken to the hall. Wait for the team to bring back any items that are being returned. Place these items back on the shelves. 1 person.

3 Collecting fresh food from the Dollar Road Coop. Every Monday and Thursday, during the day. Take the food to 4 Meadowfield and put into the fridge. 1 person, usually on the rota alternate weeks.

4 Receiving and shelving the monthly food order Once a month on a Thursday morning. Be ready to go to 4 Meadowfield from c8 am. Unload the pallets of food and place on shelves or in store room, whilst someone carries out a check that stock has arrived as ordered. 3 people plus stock-taker.

5 Morrisons follow up Sunday after Morrisons, sort, record and shelve items donated. 3 people

6 Collecting donations from other sources as advised. Collect and take to Meadowfield or to the hall. Currently once a week to collect eggs from Tom Courts to take to the hall before noon. May also include donations from further afield. Needs a car.

7 **Supporting the Kinghorn distribution**

Helping to pack the van to take crates to Kinghorn on Saturday mornings, at Meadowfield 930 – 950 am.

8 Driving and transporting packs picking up a van at the Kinghorn Ecology Centre to taking food packs (in crates) and other items between Meadowfield and the Kinghorn Community centre on Saturday mornings; wait there (possibly helping with frontline distribution) and return packs to Meadowfield after the session.

D Trustees Co-chairs Katie Cook and Ruth Duffin

We currently have a complete set of Trustees with a range of skills. Trustees must step down after 3 years (though they may be re-elected), so there is an opportunity every September to offer your skills by standing for election to the Board. Folk with particular skills may alternatively be co-opted to the Board, or come to one or more meetings to share information / train Trustees.