



Thank you for volunteering! We are so grateful for you sharing your time and talents with us. Here is some basic information for your volunteer role.

- If you are ill, please do not come in for a shift. Let us know as soon as possible so we can schedule a substitute.
- We strive for a positive experience for all volunteers & clients. If you have any questions or concerns please don't hesitate to let us know.

HACAP Pick-up

- Requires truck, van or large SUV. Vehicle must be clean.
- HACAP is at 1515 Hawkeye Drive in Hiawatha. Please arrive there by 9:00 for the pick-up.
- Upon arrival, pull into a parking spot near the main entrance. Call the number posted on the door (319-393-7811 ext 1001). Let them know that you are picking up for Southeast Linn Community Center.
- They will let you know when to back into the warehouse. Pull in and turn your vehicle off.
- You are welcome to stay in your vehicle as they load. If for any reason you leave your vehicle, you are required to wear closed-toe shoes for safety.
- There is a whiteboard that lists extra items they have available. If there is extra room in your vehicle, they will ask if you want any of these. If they have milk or eggs listed on the board please request those and let them know we are serving about 70 households/week. Please do not get bread or bakery items, fruit snacks or cleaning products. If you are unsure about an item you are welcome to call us at 319-455-2844. If they ask if we are a TEFAP provider, we are.
- Once you are loaded please return directly to SELCC. Pull up to the front of our building and we will unload. Give the order sheet to any staff member.