

# How to Create a Workplace Delivery Team at Your Company





# What is Meals on Wheels?

*Meals on Wheels is a community-based service that provides fresh, nutritious meals and friendly visits to seniors and individuals with short and long-term disabilities in the Twin Cities.*

**1 million meals delivered each year**

**8,500 Meals on Wheels recipients**

**9,000 Volunteers**





# How Can You Help?

- **Create a Workplace Delivery Team**
  - Discover a Real Power Lunch
- **Volunteer on your own or with your friends & family**
  - Take Us for a Test Drive
  - Family-Friendly Volunteering
- **Consider a financial contribution**
  - [meals-on-wheels.com/support-meals-wheels](https://meals-on-wheels.com/support-meals-wheels)





# Workplace Delivery Teams

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- **Why Does it Work?**
  - Two or more employees can create a Workplace Delivery Team
  - No single employee is gone for more than one hour per month
  - Meals on Wheels works with you to tailor a Workplace Delivery Team that fits your company needs
  - Easy to transition new team members into volunteer role
- **What are the Benefits?**
  - Turn-key opportunity with organization that employees know and respect
  - Allows busy professionals to give back without jeopardizing the work-life balance
  - The company is seen as a community partner with well-known organization
  - Volunteers have an immediate and tangible impact on 8 to 10 lives

# What our Corporate Partners Say About Meals on Wheels

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“I’m proud to be part of Xcel Energy’s volunteer involvement with Meals on Wheels and I know it benefits our community, employees, and company.”

*Michael Connelly, VP & General Counsel, Xcel Energy Inc.*

“For 3Mers, Meals on Wheels has proven to be a great way to give back to the community during the work day.”

*Allison Janusz, 3M Community Affairs*

“I’m proud to work for a company that puts volunteerism at the heart of its culture. Fulfilling a need in the community and witnessing the appreciation Meals on Wheels brings to others is truly rewarding.”

*Greg Duppler, Senior VP, Target Corp.*



# Get a Workplace Team Started!

Contact Metro Meals on Wheels at 612-623-3363

[volunteermgr@meals-on-wheels.com](mailto:volunteermgr@meals-on-wheels.com)

## Before your first delivery

- ✓ Receive directions and arrival time for pick-up site
- ✓ Complete a volunteer application form
- ✓ Complete a background check release form
- ✓ Provide proof of valid driver's license and current auto insurance

## What you can expect from us

- Receive training on delivering meals
- Specific driving directions, clear addresses, and maps
- Meals will be packed and ready for your pick-up and delivery
- Staff will respond promptly to any questions or concerns



# FAQs: Delivering Meals

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- **Who Receives Meals?**
  - The majority are seniors living in their homes over the age of 60 and the younger disabled. Recipients use Meals on Wheels because they have difficulty preparing daily, well-balanced meals and need a daily check-in.
- **What if I get lost?**
  - Route maps are easy to follow and the site director will guide you through to get started.
- **What if I can't go on my scheduled day?**
  - An alternate can go in your place, but if that is not possible, notify the Meals on Wheels site coordinator in advance.
- **What if someone doesn't answer the door?**
  - The site coordinator will explain to you how to handle the situation. Usually, you return the meal to the site and notify the coordinator.
- **Do I need a big van or truck to haul the meals?**
  - Any vehicle is adequate.
- **How much time will the delivery take?**
  - Deliveries usually take less than one hour.



# MOW Expectations

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- Volunteers are prompt and reliable
- Volunteers follow food safety instructions
- Drive carefully, abide by traffic laws, and maintain current insurance
- Be courteous and friendly to all recipients. *Remember, you may be the only person they see on some days!*
- Share any concerns you have about a recipient's health or safety with the coordinator.



# Discover a Real Power Lunch!

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Learn More:

Call 612.623.3363

Email: [volunteermgr@meals-on-wheels.com](mailto:volunteermgr@meals-on-wheels.com)

Web: [www.meals-on-wheels.com](http://www.meals-on-wheels.com)

