



# FAIR FOOD VOLUNTEER MANUAL

# WELCOME FOOD RESCUE SUPER SORTER

Fair Food is Auckland's original food rescue charity. We rescue surplus good food from supermarkets, growers and manufacturers, and hand sort it to distribute to charities feeding people in need. Instead of it being dumped to landfill, this food is doing good.

Last year we rescued enough surplus food to provide the equivalent of over 2 million nutritious meals for our community, saving food that would otherwise go to waste! We cannot do all this good work without the hands-on help of our kind and committed volunteer whānau. Welcome to the team!



# WHY VOLUNTEER AT FAIR FOOD?



Volunteering at Fair Food is a great way to give back to your community while socialising and team building. It provides a sense of community while educating yourself on food insecurity and waste. As a volunteer you will:



Make a significant difference in the West Auckland Community



Gain an understanding of food waste minimisation



Meet like-minded people



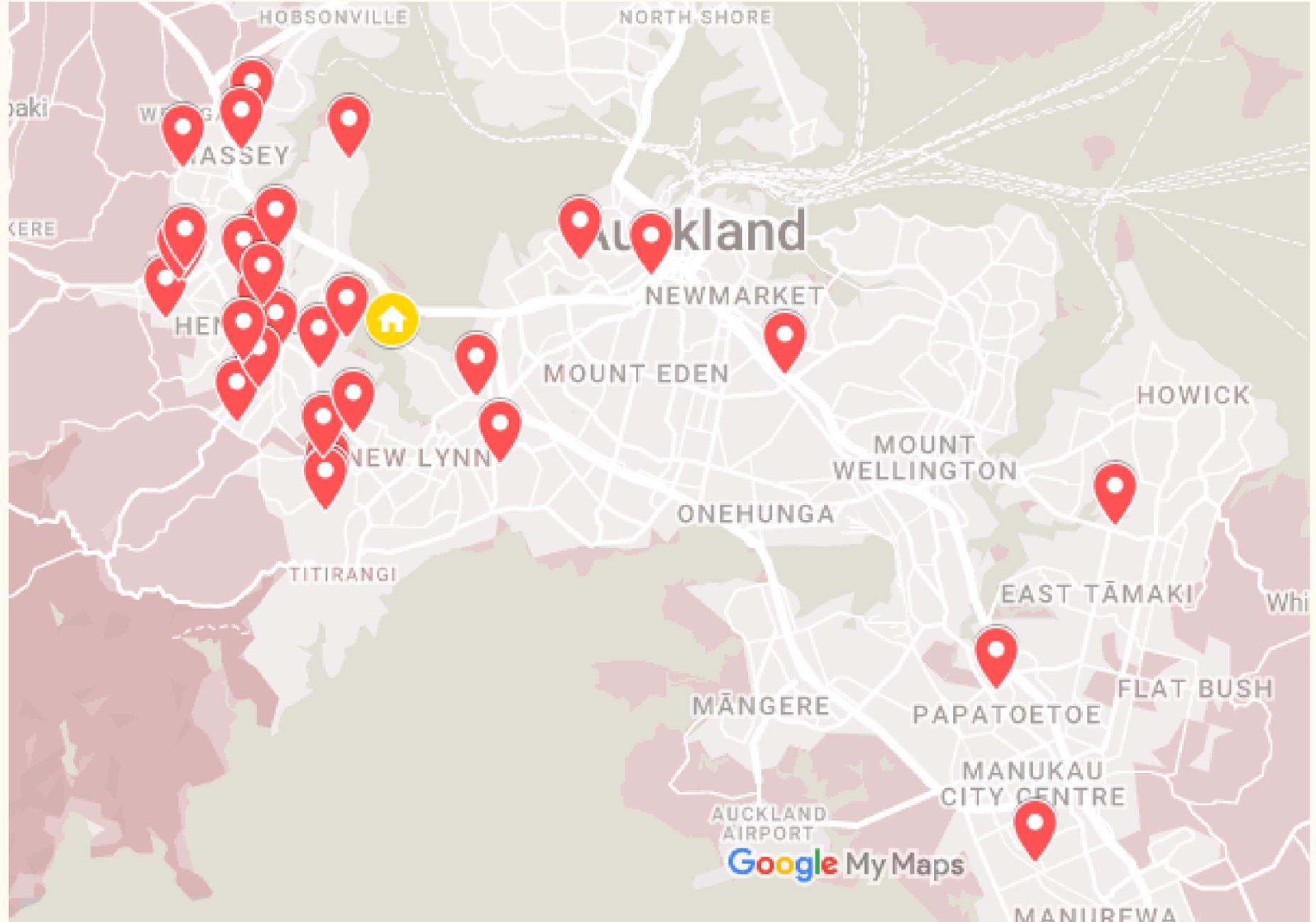
Contribute to reducing food waste and feeding our communities in need

# WHO WE SERVE

We serve over 40 charities across Auckland.

These charities then distribute to people in need including asylum seekers, young parents, those sleeping rough, mental health agencies, and women and children experiencing domestic violence.

There's a wait list for our services.



# FOOD WASTE AND CLIMATE CHANGE



Food buried in landfill decomposes without oxygen. This process releases methane into the atmosphere - methane is 84 times more potent than carbon dioxide. These gases trap and absorb heat which heats up the earth.

1/3 of the world's food goes to waste, which accounts for 6.7% of all carbon emissions.

New Zealand households throw away 157,389 tonnes of food a year! In order to offset those emissions, we would have to take 150,453 cars off the road for a year or plant 163,694 trees.

# WHO CAN VOLUNTEER?

*Individuals:* anyone over the age of 16 is welcome! Volunteers between 12 and 16 years old must be accompanied by a guardian.

*Teams:* friends, family, classmates, work colleagues. This is suitable for up to 16 people, but we can sometimes accommodate larger groups, too.

Email [volunteering@fairfood.org.nz](mailto:volunteering@fairfood.org.nz) to enquire





# WHAT WE'RE LOOKING FOR



Hardworking with reasonable physical fitness, able to hand carry loads of 15kg throughout shift



Ability to work as part of a team with people from all walks of life



The ability to understand and follow instructions in English



Clear and open communication, ability to work safely unsupervised

# VOLUNTEER OPPORTUNITIES

## Food Sorting

"On the tables", hand sorting good quality food we have rescued that morning. You'll put it into boxes to be collected by our West Auckland charities the next day.

The stuff that's no longer fit to eat goes to a pig farm. We also do some cooking in our Conscious Kitchen.

## Kitchen Prep

Upcycling and repurposing "fit-to-cook" rescued food that is still great for cooking. Fruit will be prepared for snacks and vegetables will be prepared for soup mixes, roast vegetables and stir fry mixes. These will then be redistributed back out to the community via our charity recipient groups to ensure we feed people, not landfill.



**12 - 3PM MONDAY - FRIDAY**  
**10:30 - 1:30PM SATURDAY**

# VOLUNTEER OPPORTUNITIES

## Baking or cooking

If you are a wiz at baking we would appreciate your skills at making all things "Banana"...Banana Bread, Banana Muffins, Banana Cakes" using good quality rescued bananas to be prepared for our charities groups so they can be distributed out into the community to ensure we "feed people, not landfill."

There are also opportunities for trained cooks to help us upcycle some of our "fit to cook" veggies.

9 - 12 PM MONDAY - FRIDAY



# SIGN UP GENIUS

Fair Food use [SignUpGenius](#) to schedule volunteer shifts.

You choose your day of the week and shift.

You will be able to see who else is rostered on and what shifts need filling. Once you have rostered yourself on a shift you will get an email reminder 1 day prior to your shift.

You can also download the SignUpGenius app in the App Store or on Google Play at no cost.

If you have any questions or concerns please email  
[volunteering@fairfood.org.nz](mailto:volunteering@fairfood.org.nz)



# HEALTH AND SAFETY

We take workplace health and safety seriously at Fair Food. Volunteers must participate in minimising risks, hazards and incidents. The role operates in a fully operational warehouse environment. Should a safety hazard or incident be identified it is imperative that you report it immediately to a staff member, so we can take action.



All volunteers must be over the age of 12yrs. Volunteers aged between 12 and 16yrs must be accompanied by a guardian.



You must follow all safety precautions and instructions.



You need to safely lift and carry up to 20kg throughout the 3-hour shift and be able to stand for long periods.



Hi-vis vest must be worn at all times.



Closed in footwear must be worn with long hair tied back.

# CANCELLATIONS

If you are unable to attend your volunteering session, please email or call the volunteer manager. Please do this 24 hours prior, so we can find someone to cover your shift.

In the unlikely event that Fair Food needs to cancel a shift, we will contact you directly 48 hours prior to the shift.

# SOCIAL MEDIA

We encourage volunteers to share their volunteer experience on social media! Fair Food can be found on Facebook, Instagram and LinkedIn. If you post please tag us! @fairfoodnz

Fair Food may also share photos of you on social media, print, or other materials supporting our kaupapa. Please tell a staff member if you do not want your photo to be taken for future use.

# HAZARDS

Please be aware of the following potential hazards that are present at our Hub.

**Emergencies:** Fire, earthquake, or evacuation In case of emergency, follow the instructions of your host, Hub staff or the warden.

**Warehouse:** Do not enter the high hazard area Tripping on floor hazards Vehicles (forklift). Stay in the safe volunteer area. Be wary of pallets and other goods on the ground. Don't place anything on the floor. Look where you're walking.

**People movements:** Turning and walking into people. Take care and be mindful of other people, especially there are lots of people around. Be mindful when crossing the warehouse or moving from your station.

**Heavy items:** Injury - Caution when lifting heavy boxes. Turn fully around and do not twist. Lift with your knees. If you are not capable of lifting it, please ask somebody else to help you.

**Slippery surfaces:** Slippery surfaces, especially on wet days. Take care and be mindful of conditions underfoot, especially when wet. Wear appropriate footwear.

**Kitchen:** Cuts and burns. Allergies Take extra care when using utensils and machinery in the kitchen. Ask someone if you need help or are unsure. Please advise staff if you have any allergies. We will ensure that you are safe.