



Feeding Our Kids

Volunteer Policy 2025 - 2026

About Us

The mission of Feeding Our Kids (FOK) is to provide nourishing food to food-insecure school children in Champaign County on weekends and holidays throughout the school year. In addition, our program continues to serve area children at many programs during the summer months. Our vision is to eliminate hunger to enable kids to grow and develop.

We rely heavily on volunteer support to maintain its level of impact and to continue to provide food to children. The following outlines volunteer expectations, roles, and policies.

General Volunteer Policies

- **Follow Instructions:** Volunteers will listen and follow all instructions from staff members or representatives of Feeding Our Kids in order to ensure a safe environment during any FOK activity. Volunteers will comply with policies at the Eastern Illinois Foodbank (EIF), partner schools and any other venue used by FOK.
- **Dress Code:** Closed-toe shoes are required. Clothing should not be revealing or display offensive or political content.
- **Confidentiality:** Volunteers must respect the privacy of children in our program.
- **Conduct:** Volunteers are expected to behave respectfully. Inappropriate behavior (e.g., profanity, substance use, or disrespect) may result in dismissal after a warning.
- **Concerns:** During an activity, speak with the supervising FOK staff or board member. Outside of events, volunteers should contact the Executive or Assistant Director.
- **Health:** Volunteers who appear ill will be asked to go home.

Youth Volunteering Policy

- School-aged children may volunteer with a supervising parent.
- Middle schoolers and older may volunteer independently with a signed waiver.
- Group youth volunteers do not require individual waivers if accompanied by an official group leader.

Volunteer Roles and Responsibilities

The following opportunities are available on a recurring basis provided age requirements are met.

Food Packing

Food packing is held at the EIF Volunteer Center on Monday afternoons and consists of the following tasks:

- Clean and sanitize areas to prepare for food sort
- Restock bins with appropriate food items; some heavy lifting required
- Pack bags with food items for area school children
- Breakdown boxes and place them in recycling bins
- Fill and transport food bins to different locations within the facility
- Potential Volunteer Roles:
 - Training new volunteers
 - Knowledgeable about table set-up, inventory and general procedures of FOK
 - Understanding all volunteer guidelines and communicating with staff if issues arise

Delivery Drivers

- Pick up bins at EIF
- Deliver to area schools at scheduled times
- Picking up bins at the school from previous deliveries and returning to EIF

Feeding Our Kids carries volunteer accident insurance.

Other volunteer opportunities may arise on an as needed basis and these will be communicated via email and social media.

Advanced Volunteer Roles

Some roles require an application due to increased responsibility. Contact FOK if interested.

Board of Directors

The Board consists of 7 members (4 officers-President, Vice-President, Secretary and Treasurer), each serving 3-year terms. General responsibilities of all members include:

- Attending meetings and approving budgets and policy
- Fundraising and community representation
- Supporting leadership and operations
- Recruiting volunteers and new board members

- Overseeing committees

Committee Members

Assist with specific projects or operations. Committees include:

- Fundraising and/or Grant Writing
- Events
- Policy & Procedures
- Community Outreach

Special Skills Volunteers

We welcome skilled volunteers for specific needs such as:

- Graphic Design/Marketing
- IT Support
- Accounting/Finance
- Inventory & Setup Expertise