

DRIVER INTAKE How to?

QUESTIONS FOR DRIVERS

- Are you double parked?
- Have you had orientation?
- Have you had canvas orientation?
- How big is your car? (4 door, SUV, van)
- How much gas? (I.E. How far can you drive)
- What kind of mission can you do?
① Dropoff only ② Volunteering ③ Canvass!

- Get Driver's Info (Name, #)
put in "Confirmed Drivers" spreadsheet
~~CONFIRMED DRIVERS~~

MATCHING DRIVERS TO SITES

- Use OS Volunteer & Supply Request Form
- match Site needs to driver

FINDING VOLUNTEERS FOR CARS

- Ask Field Volunteer Coordinator!

SENDING DRIVER OUT

- Turn row green in OS Volunteer
- Enter driver info to Col M + N
- Enter passenger(s) info to Col P + Q
- Hand write card for driver w/ ① Address ② Site Contact ③ on call #
(Orange means Jacobi Church go #4)
- Hand write card for driver w/ supplies needed
Driver will take to Inventory desk to get supplies