

If you are new to the school or have not volunteered for the delivery service before here is some basic information about what we do. The delivery service is made up of 3 duties:

#### «Dispatch Centre

The dispatch centre is the organizational point in the service. It is where phone calls are received, and the Drivers/Navigators are sent from to pick up the packages. You will answer phones and enter numbers onto a computer (as simple as dialing a phone number). You will also be given the opportunity to learn how to use the computer program that we use for our Delivery Service.

#### «Drivers and Navigators

Drivers and Navigators work together to transport packages between the stalls and the Collection Centre near the car park. Drivers drive the simple-to-operate vehicles (similar to a golf buggy) and require just an ordinary license. You will need to locate stalls, watch your delivery slip to the parcels, and lift many objects. Navigators aged 15+ may volunteer, but they must understand this is a position of responsibility. Due to workplace regulations, no children passengers are allowed. Safety is paramount

#### «Collection Centre

This is where packages are stored until the customer arrives to collect them. You are the 'Face' of the Delivery Service! You will check that the deliveries (from the Drivers) match the delivery slip, then unload and store the items. You will also be serving customers as they come to collect their stored items. You will be lifting and carrying lots of things. This is a great place to chat with people and get to know others.

Volunteers aged 15+ are also welcome to assist with these duties (other than driving!) We have been lucky to have a number of ex students assist us with these jobs.

**Once again we will be located in our purpose built shed to be used for all aspects of the Delivery Service (Dispatch, Driver-Navigators and Collection) and we will all be located in one spot, just next to gate C. From our experience last year, this worked to streamline our operations and assisted with utilizing all our volunteers as efficiently as possible. Of course lunch and refreshments will be provided for all volunteers.**

Everyone is helped to learn the ropes during Farm World. Experienced coordinators are working on every shift to answer your questions and help you along.

Have a think now about how you can give us a hand to make more than

**\$10,000 for Drouin South Primary to be put towards building covered shelters in our school grounds**

Get together with other families and work out how you can help each other with childcare so that parents/relatives/older siblings/friends are free to come and help. If you can't work into the suggested shift times but have some time to spare let us know on the volunteer form and we will work around your availability.

If you need any more information or have any questions please call either Denise Palmer on 5625

5494 or 0419 120 891 or Janelle Gilbert on 0408 144 121