

2021 Farmer's Market Pick-Up Volunteer Guide

Directions: Saint Paul Farmer's Market 290 E 5th Street, St. Paul. Corner of 5th and Wall Streets.

- **From I-35E South:** Take the Wacouta Street exit. Continue going south to Fifth Street. Take a left on Fifth Street. Continue on Fifth Street for one block to Wall Street.
- **From 1-94 East:** Take the 7th Street exit heading south (toward the river), this will change into Wall Street. The market is located at 5th and Wall Street.

Parking:

- Parking meters are free on Sundays in St. Paul.
- There are various pay parking lots with deals on Sundays about 2 blocks out surrounding the market.
- Please include time in your schedule for parking and walking.

COVID CHANGES IN 2021:

- Please bring your own mask if you have one, if not we will have a small number of extra masks.
- We will provide gloves to volunteers who want them.
- There will be one staff member one site each week. Please contact Hannah Nauen if you want to bring an additional volunteer or if you cannot make it to your shift (hnauen@neighb.org).
- We will bring only a limited number of collection bins in order to control our intake and to be able to space bins apart so volunteers can be social distanced while working together.
- This year is all about VARIETY and QUALITY instead of QUANTITY! We will not be collecting as much produce, but this produce will still be very valuable and appreciated by our participants on the West Side!

Schedule:

- Check-in at the Farmer's Market at 12:30 pm. Neighborhood House staff/volunteers will be near stall #131 on the West Side of the Market (Wall Street) about a third of the way down the block right across from Golden's Deli and Market. Look for the large white Neighborhood House van. Stall numbers are posted in white paint on the ceiling overhang. Look for people with Neighborhood House blue volunteer aprons on.

Volunteer Tasks:

- Produce Collectors: Walk down aisles with rolling bins and collect unsold produce from vendors. When the bin is full, bring it back to the vehicle. The other volunteers may instruct you to stop collecting certain items when we have enough of them, so you may need to say no to some of our vendors who want to donate.

- Pit Stop Crew: Will be responsible for unloading produce from the carts into empty bins as soon as they come in from the vendors, attaching the new empty bins with bungee cords, and sending them out again.
- Produce Quality Inspectors: When produce collectors bring full bins back to the van, sort through to see if any is inedible/rotten.
- Van Loaders: When produce quality is assured, load produce into the Neighborhood House van.
- Once we have collected all the produce, drive to Neighborhood House (less than 2 miles away) to help unload at the food shelf (back behind the parking ramp). All food needs to be weighed and put away. We should be finished by 2:30 pm.

Drive to Neighborhood House: The Wellstone Center, 179 E Robie Street, St. Paul

- From the Market to Neighborhood House: Take Kellogg Boulevard (one block south of the market) to Robert Street and turn left. Take the Robert Street bridge across the river. Turn left at Cesar Chavez. Turn left at the next stoplight (State Street). Neighborhood House will be directly in front of you. Turn right, drive all the way around the building and park by the last set of delivery doors (by the dumpsters).

THANK YOU!

Volunteer Guidelines During COVID-19

Neighborhood House's first priority is to keep all volunteers and their families safe during COVID-19. The following are general guidelines for in person volunteerism to help keep you, your families, other volunteers and staff safe.

General Guidelines

1. Please do NOT show up to volunteer for any activity if in the last 14 days you have:
 - Been in contact with someone who has tested positive for COVID-19
 - Been to an event with more than 250 people
 - Exhibited any symptoms of COVID-19 or if you are not feeling well in general
2. Please do NOT show up to volunteer without signing up on the Sign Up Genius or contacting Neighborhood House in advance.
 - Please wear a mask AT ALL TIMES during your volunteer shift. If you have your own mask(s), we ask that you bring them for your shift.
 - Please practice proper hygiene practices. Wash or sanitize your hands before, during, and after volunteering.
 - Practice social distancing at all times.
3. What we are doing to keep everyone safe:
 - We will limit the number of volunteers to help prevent the spread of COVID-19.
 - Increasing sanitation practices at our facilities. We have our maintenance team coming in daily to deep clean the Food Market. We also are sanitizing all high touch areas at the beginning and end of each shift.
 - We are providing masks and gloves to minimize spread.
 - The Food Market is currently operating under a curbside pickup model and prepacking boxes to keep our staff, volunteers, and families safe.