

Best Practices for Feeding and Housing Ministries

While in the midst of the COVID-19 outbreak, we are asking church staff and volunteers running feeding and housing ministries to follow the risk reduction guidelines below (based on CDC recommendations).

- Sick employees and volunteers are to stay home.
- All staff and employees are required to wear face mask or some form of facial covering.
- Instruct employees and volunteers to wash their hands with soap and warm water for at least 20 seconds upon arrival and with frequency afterward.
- Take the temperatures of all staff and volunteers at the beginning and end of their shifts, and keep a log of all workers' temperature readings.
- Document which volunteer handle groceries, maintain reserves and prepare quarantine boxes.
- Provide hand sanitizer and disposable gloves.
- Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops and doorknobs.
- Encourage volunteers and staff to refrain from touching their faces. Anyone coughing or sneezing should cover their mouth and nose with a tissue and throw used tissues away in trash baskets, then wash their hands.
- Keep volunteers to the fewest possible per shift. Volunteers must maintain as much distance as possible from one another, at least six (6) feet. Stagger shifts if necessary, and remove non-essential positions like greeters and hospitality.
- Do not shake hands.
- Instead of self-serve buffets or self-selected groceries, package single-serving meals to go or have volunteers pack bags of groceries to take home, observing CDC precautions.
- For food pantries where the majority of clients have automotive transport, consider moving to a drive through model of food delivery, having volunteers directly load food in to the trunk or back seat of a client's car.
- If your congregation has a relationship with a congregational or community nurse, ask for their guidance as situations arise.
- Employees should notify their supervisor of any concerns or changes needed to keep everyone healthy
- Communicate clearly with your clients, volunteers and community partners what the new procedures are and why they are being implemented.
- Post notices on doors and entry points.
- Be a reliable source of information for your clients and volunteers. Amplify the voices of reputable sources of information such as the [Centers for Disease Control](#), and [Episcopal Relief & Development](#). The CDC has [helpful print resources](#) in English, Spanish and Chinese that would be appropriate to include with food packages.