



Harvest Against Hunger Gleaning Coordinator

- Placement:** Second Harvest, Spokane, WA
- Title:** AmeriCorps*VISTA Harvest Coordinator
- Status:** Stipend Volunteer Position
- Commitment:** 12 months, 40 hrs per week beginning November 14, 2011
Member may not hold additional jobs
- Stipend:** \$10,296 Living allowance (\$858 per month);
plus \$5,350 Education Award and Benefits
- Application:**
- 1) Complete online AmeriCorps*VISTA application at: <https://my.americorps.gov/mp/recruit/registration.do>
 - 2) Send resume & cover letter to: benjamin@firstharvest.org
 - 3) Visit the [HAH Apply Page](#) for more info
 - 4) Strong candidates will be contacted for interviews
- Due Date:** September 4, 2011 (Applications will be reviewed as received)

Background: Work with Second Harvest and their impactful produce recovery program to help grow, collect and distribute fruits and vegetables for hunger relief organizations in and around Spokane. This project is entering its second full year as a sponsored AmeriCorps*VISTA program and has gained tremendous momentum in the local community, with projects like gardens, plant a row for the hungry initiatives, community fruit tree harvest, gleaning events and food security classes.

As a project of Rotary First Harvest, the Harvest Against Hunger gleaning program creates a much needed way to enlist small to medium-sized farm operations in existing hunger relief efforts in local communities throughout Washington. For 28 years, RFH has focused on connecting and collaborating between different groups (farmers, truckers, food banks and others) to gather food that would otherwise go to waste.

Main Partners:
Second Harvest
Rotary First Harvest

This position is offered through the AmeriCorps*VISTA program, details are outlined on the [AmeriCorps website](http://www.americorps.gov/about/programs/vista.asp). <http://www.americorps.gov/about/programs/vista.asp>

CORE RESPONSIBILITIES:

- Work in collaboration with host site supervisor at Second Harvest, Harvest Against Hunger program director, and local community groups to grow volunteer and grower base and expand program participation. Specific responsibilities might include:

Volunteer Recruitment:

- Research recruitment strategies and develop recruitment plan
- Meet with community leaders and organizations to raise awareness of program
- Represent produce recovery programs at community events

Grower Outreach:

- Contact local growers and agricultural organizations to explain program.
- Follow up with existing farm contacts to estimate potential donations and harvest timing.
- Explain liability issues and public safety and health requirements.

Program Coordination:

- Manage online database and registration system.
- Train and engage volunteers on ongoing basis.
- Coordinate logistics of gleaning project to accommodate growers and volunteers.
- Recognize donors and volunteers and strategize for participant retention.
- Document procedures, networking, volunteer hours and gleaning results.
- Work with and expand upon collaborative community/organizational relationships.

DESIRED QUALIFICATIONS:

- Knowledge and/or experience with the nonprofit community.
- Background working with civic and/or volunteer organizations.
- Highly organized and self-directed.
- Strong interpersonal skills and public speaking ability.
- Ability to work independently, but in collaboration with several other groups.
- Ability to juggle many different projects simultaneously, and prioritize as needed.
- Commitment to diversity, innovation and community-building.
- Ability to work weekends and occasional evenings (with time off in exchange).
- Ability to work in an office and outdoor agricultural environment and in hot or cold conditions.

MINIMUM QUALIFICATIONS:

- U.S. citizen, national, or lawful permanent resident.
- At least 18 years of age.
- Ability to commit to working 12 months beginning in November 2011.
- Computer competency, especially using Excel.
- College degree, or High School Diploma (or equivalent).
- **Requires the use of a personal vehicle with mileage reimbursement at standard rate.**

STIPEND & BENEFITS:

- A living allowance of \$10,296 distributed in equal installments twice monthly.
- Basic health insurance (VISTA member only, no dependents).
- Loan forbearance for federal student loans.
- A \$5,350 educational award upon completion of your service term (or \$1,200 cash stipend).
- Childcare assistance (available for those who qualify).
- The opportunity to work for an innovative, vital and demanding organization.
- Experience in project management, marketing, and leadership.
- Exposure to dozens of nonprofits and community partners.