



Maricopa County Summer Meals Program Development and Outreach VISTA

Position Description

Effective Dates: January 22nd 2019-January 21st 2020

Sponsoring Organization: Association of Arizona Food Banks

Project Name: Association of Arizona Food Banks

Project Number: 17VSWAZ005

Site Name: St. Mary's Food Bank Alliance (Phoenix Office)

Focus Area(s): Food Security

Primary: Healthy Futures

Secondary:

Project goals and position description

The overall goal of the Maricopa County Summer Meals Program Development and Outreach VISTA is to address poverty in urban tribal and rural communities of Maricopa County by increasing access to meals for children and families with children during the summer months. The VISTA will work to develop program administration, site management tools and agency partnerships in target communities aimed at increasing collaboration and streamlining access to resources available to children at risk of hunger during the summer months.

The project utilizes AmeriCorps*VISTA members in the following capacities:

- ▶ Evaluate and document program administration and site management materials for Freeze and Thaw Summer Food model including, but not limited to, site inventory and food orders, inventory rotation and management, meal distribution, and daily/weekly site reporting, and site monitoring.
- ▶ Conduct outreach in urban tribal and rural communities with a focus on expanding the Summer Food Service Program through utilization of the Freeze and Thaw Meals summer food model.
- ▶ Assist in building and strengthening partnerships with community partner agencies and non-traditional partners outside of hunger relief services to expand summer food and urban and rural tribal summer meal distribution sites.
- ▶ Engage community members and clients in summer feeding and urban and rural summer meal distribution in order to increase access to Summer Food in urban and rural tribal communities. Engagement strategies will include: recruitment of new sites, assisting in marketing campaigns and outreach strategies, and devising other strategies based on input from the community.
- ▶ Assist in building and strengthening partnerships with community partner agencies and non-traditional partners outside of hunger relief services to expand summer food and rural summer meal distribution sites.
- ▶ Create and distribute surveys to determine impact of summer food service, review outcomes from summer food outreach, draft report and recommendations for addressing ongoing program challenges and barriers.
- ▶ Coordinate application completion, equipment allocation and food delivery to participating sites to support summer food programs and increase access. Conduct on-site training for summer feeding and rural summer meal distribution following all USDA program requirements.

Expected skills and qualifications of AmeriCorps*VISTA members

- ▶ College degree and previous community service
 - ▶ Excellent oral and written communication skills
 - ▶ Willingness to take initiative to promote partnerships
 - ▶ Entrepreneurial skills (to seek non-traditional partners)
 - ▶ Relationship building, teamwork, and leadership skills
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- ▶ Patience, willingness to learn, and open mindedness to differing perspectives and ideas
- ▶ Excellent organizational skills

Benefits for VISTA members

- ▶ Educational or stipend award upon successful completion of the program
- ▶ 10 Personal Days and 10 sick days
- ▶ Childcare assistance if eligible
- ▶ Health coverage
- ▶ Living allowance
- ▶ Relocation allowance
- ▶ Student loan forbearance and deferment if eligible
- ▶ Professional Development Training with partner organizations
- ▶ One year of non-competitive eligibility for federal government positions upon completion of service

Requirements to serve as a VISTA member

- ▶ Must be 18 years of age
- ▶ US citizen, national, or legal resident
- ▶ Successfully complete a criminal background check
- ▶ Valid Drivers License

How to Apply

- ▶ Apply through the MyAmeriCorps Portal: <https://bit.ly/2z4rhc2>