



AmeriCorps

Title	AmeriCorps Shelter Meal Coordinator – 2 positions available!
Department(s)	Hunger Response and Volunteer Depts.
Supervisor	Hunger & Nutrition Programs Manager
Rate of Pay	Washington Service Corps Monthly Stipend of \$2,308.80 per month
Service Term Length:	September 1, 2021 – July 15, 2022 ; 1700 hours of service

- **Share's Mission Statement:** Share believes every person counts. Together we pursue a stronger community by building relationships, advocating for equitable access to housing and food stability while empowering every individual to grow and thrive.
- **Share's commitment to diversity, equity, and inclusion:** To promote a culture of diversity, equity, and inclusion for all staff, volunteers, and clients at Share by identifying strengths, issues, and opportunities within the agency. Using an inter-sectional approach with a focus on racial inequalities, collaborative education will be used to support necessary growth and change.
- **COVID-19 protocol:** Share follows the guidance of the governor and makes the safety of their employees the top priority by providing PPE and supporting physical distancing practices. Masks are expected to be worn by all staff and volunteers while operating a Share food program in our shelters.

This is an AmeriCorps Service Position.

- Applicants must apply to serve here <https://my.americorps.gov/mp/recruit/registration.do>
- Then apply to the Shelter Meal Coordinator position through AmeriCorps website: <https://my.americorps.gov/mp/listing/viewListing.do?id=95658&fromSearch=true>
- To learn more about AmeriCorps service in Washington State, please go to the Washington Service Corps website: <https://washingtonservicecorps.org/become-a-member/>

About Share

Share has served people experiencing homelessness and food insecurity in Clark County since 1979 when a small group came together to offer bagged lunches to people experiencing houselessness. Today, Share offers emergency shelters for men, women, and families, a rapid re-housing program, permanent supportive housing, a robust outreach program, and hunger response programs that provide meals and supplemental food supplies to the community. Access to consistently healthy meals is pivotal to clients as they work with Share staff to secure housing and establish a path toward increasing income. The Shelter Meal Coordinator will support Share in all aspects of meal preparation, including selecting menus, checking inventory, and preparing shopping lists. Members will also provide clients with nutrition education resources (including pamphlets, fliers, and coloring sheets) with the goal of cultivating skills and interest in healthier food choices. Members will also support Share in training community volunteers in operating kitchen equipment and following meal distribution procedures. By facilitating access to a variety of nutritious meals and educating clients on healthy meal preparation, the project aims to provide clients with the skills to prepare their own healthy meals upon exiting shelter and ultimately reduce illness and emergency medical usage caused by poor nutrition. Members will be cross trained to support Share's Hot Meals Program as needed.

- To learn more about Share, please visit our website: sharevancouver.org

About AmeriCorps

AmeriCorps mission is to improve lives, strengthen communities, and foster civic engagement through service and volunteering. For decades, we have worked to make service to others an indispensable part of the American experience. Through our nation's most trying times, AmeriCorps has come together to help those in need.

Member Duties

Share believes every person counts. Together we pursue a stronger community by building relationships, advocating for equitable access to housing and food stability while empowering every individual to grow and thrive. WSC members will support Share's mission by creating healthy meal options and providing nutrition education to clients experiencing homelessness with the goal of cultivating skills and interest in healthier food choices. Members will be responsible for adhering to the Child and Adult Care Food Program (CACFP) policies and the MyPlate nutrition guide to support Share in all aspects of meal preparation, including selecting menus, monitoring inventory, and preparing shopping lists. Members will also train community volunteers in operating kitchen equipment and following meal distribution procedures as well as engage directly with shelter clients through one-on-one discussions regarding nutrition and lifelong healthy nutrition habits.

Program Benefits: Education award upon successful completion of service, Training, Stipend, Health Coverage, Childcare assistance if eligible.

Terms :

Permits attendance at school during off hours, Permits working at another job during off hours. Car preferable.

Skills :

Teamwork, Social Services.

Minimum Qualifications

- Ability to work in Microsoft Word and Excel
- Must display an ability to build relationships with a variety of personality types and be an effective communicator
- Ability to maintain a strong relationship with all our volunteers and clients
 - Volunteers are the backbone of the Summer Meals program. We rely on multiple volunteers throughout the day to feed our community. Staff members are expected to engage with volunteers, make them feel valued and welcomed, and provide volunteers with duties to help with meal prep and distribution.
- Possess or be able to obtain a Washington State Food Handler's Card (may be obtained after service begins)
- Possess or be able to obtain CPR and Basic First Aid certification (training provided after service begins if not already certified)

Work Environment and Physical Demands:

The nature of the work will involve food preparation in the kitchen and standing, walking, lifting, and carrying, as well as working in unconditioned air temperatures. Occasional first aid may involve exposure to blood and other bodily fluids. Time off dependent on member's ability to complete their necessary number of service hours before the end of their term. Should be able to lift a minimum of 50 pounds.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

If you have any questions about the position, please email Becci Read-Ryan at bread-ryan@sharevancouver.org.