High Desert Food & Farm Alliance

Job Title: Summer Market Support (AmeriCorps VISTA)

Location: Bend, Oregon
Job Type: Anti-Hunger Corps VISTA

https://www.hungerfreeamerica.org/AmeriCorpsService

Service Dates: June 07 – August 16, 2021
Application due date: April 18, 2021

SPECIAL INSTRUCTIONS: The High Desert Food & Farm Alliance, in partnership with Hunger Free America, is seeking a ten-week summer VISTA member to increase the capacity of community-based networks across the country to implement anti-hunger strategies. This position will be supervised by HDFFA; the VISTA’s service, including benefits, are managed through Hunger Free America.

About the Anti-Hunger Corps: The Anti-Hunger Corps VISTA program aims to reduce hunger and poverty, and build the capacity of the agencies that address these issues. Members will build the capacity of the organization to assist unemployed and underemployed people obtain job training, job placement, and financial literacy services; improve access to food from government and nonprofit sources for targeted populations in particular and food insecure people in general; enable residents of food deserts to access healthier foods through farmers markets and community gardens; help more low-income children to obtain free school breakfasts and summer meals; enable nonprofit groups fighting hunger and poverty to raise more money and recruit and manage more volunteers, particularly high-impact and skilled volunteers.

About HDFFA: The High Desert Food and Farm Alliance (HDFFA) is a non-profit whose mission is to support a healthy and thriving food and farm network in Central Oregon through education, collaboration and inclusivity. We meet our mission by fostering relationships between producers (farmers, ranchers and food businesses) and consumers, increasing awareness of and access to food from our region, and cultivating community participation with local food. We serve farmers, ranchers, food businesses, nonprofits and underserved families in the high desert region of Crook, Deschutes and Jefferson Counties. We believe everyone deserves good food.

We offer four core program areas: Grow & Give, a fresh food donation and on-farm gleaning program; VeggieRx, a fresh vegetable and fruit prescription program; Agricultural Support for farmers and ranchers; and our annual online and print High Desert Food & Farm Directory.

Position Summary
HDFFA is seeking a passionate and organized VISTA team member to 1) Increase awareness of our fresh food donation program throughout the tri-county region through participation at farmers markets, and 2) Increase donations of fresh produce through our Grow & Give fresh food donation program. The Summer Market Support VISTA will work closely with the Community Food Access Coordinator.
and will report to the Program Director.

**Ideal Candidate**
The ideal candidate will be passionate about improving food access for all Central Oregonians. They should be familiar with food systems work such as food security, health and food justice, and agriculture, preferably in Central Oregon. Creative problem solving, interpersonal skills, being proactive and self-directed are necessary as well as excellent organization and communication skills.

**Time Commitment:**
This is a short-term, 10-week, full-time position beginning June 7, 2021 and ending August 16, 2021. **This position requires weekend work at local farmers markets.** You are expected to be available for the needs of your community and project at all times. Because AmeriCorps VISTA service requires a full immersion in the project and community, there are restrictions on outside full-time employment. Summer Associates may be able to have a part-time job outside of VISTA service, however, they will discuss this with their supervisor prior to starting their position. Also, AmeriCorps VISTA and Summer Associates must adhere to some restrictions on political and religious activities. For more information, please review the [AmeriCorps VISTA Terms and Conditions](#).

**Housing:**
You are responsible for finding your own housing. No housing allowance will be provided. Central Oregon has a very challenging housing market; please be prepared to address your housing plan during the interview process.

**Primary responsibilities and functions**

**HDFFA Functions**
1. Working knowledge of the mission, vision, core values, board, past and present projects and events of HDFFA;
2. Engage in marketing of the organization including social media posting, website updates and contributions to the monthly newsletter.
3. Assist the Food Access team with Grow & Give and Farmers Markets throughout the tri-county area, with responsibility for market set-up and take-down

**Project Specific Work**
1. Increase awareness of our fresh food donation program throughout the tri-county region  
   a. Activities: Create and maintain project-specific social media posts, set-up and take-down market booth, conduct on-site outreach at the Bend, Madras, Prineville, and Sisters Farmers Markets, visit local food pantries and food distribution sites to learn more about the food bank system
2. Increased donations of fresh produce, specifically high-demand crops  
   a. Activities: Create outreach materials for home gardeners and local farmers highlighting the demand for and benefits of local “green vegetable” donations, create and manage a “local donation campaign” on social medias, collect, weigh, and record
Desired Qualifications
A Bachelor’s degree in a relevant field or one to two years of related work/volunteer experience. Understanding of diverse and local food systems. Preferably experience working with non-profits. Additional work experience that could contribute to the position may include: assisting, organizing, implementing and/or delivering programs or project work; community organizing; campaigning; and/or advocacy work. In addition, we are looking for:

- **Required**: Ability to work remotely, as needed, due to COVID-19 or other public health events
- **Required**: Ability to lift and move up to 50 pounds
- **Required**: In order to qualify for the position, you must be 18 years or older (no upper age limit). Members must also hold one of the following citizenship or legal residency statuses: US citizen, US National, Lawful Permanent Resident (i.e. Green Card status), and persons legally residing within a state. Examples of persons legally residing within a state may include those holding the following classifications: refugee, asylee, temporary protected status throughout VISTA service, and holding Deferred Action for Childhood Arrivals (DACA) status
- Stellar written and oral communication skills; excellent organizational skills; and strong interpersonal, planning, and training skills
- Flexibility and ability to balance multiple projects
- Positive attitude and a proven ability to work successfully with people from all backgrounds and a commitment to diversity, equity, and inclusion
- Ability to work with a close-knit team that enjoys and fosters a collaborative environment, and to work independently

A valid driver's license is required for this position

Compensation, Benefits and Time Commitment
This volunteer position is short-term full-time (40 hours/week) with a bi-weekly stipend of $513.94 as set by the Corporation for National and Community Service.

Program Benefits:
- $513.94 bi-weekly living allowance
- Segal Education Award ($1,342.86) or End-of-Service stipend ($345.80)
- Paid holiday – July 4th
- Experience in the nonprofit sector
- A network of over 180,000 AmeriCorps VISTA members and alums
- Amazing team to work with!

Application Process
In order to be considered for this position, please provide the following:

1. **Resume**
2. **Cover letter** that directly speaks to your qualifications for this position. Use this as an opportunity to tell us what makes you the best candidate.
3. **Writing Sample**: Provide a one-page “fake” press release about HDFFA’s Grow & Give programming. This should be drafted to meet the subject matter with the writing style that matches what you might be asked to do if you were hired for this position. You may make up any details you want but use realistic information about Central Oregon and HDFFA.

   **All materials should be provided only in a Word or PDF document and be labeled as follows. Do not send google docs.**
   - LAST NAME_NAME OF DOCUMENT (for example: Smith_resume)

In addition, to be considered for this position you must also **apply to the Anti-Hunger and Opportunity Corps Summer Associate Program at my.americorps.gov**

Application materials will be reviewed as received. Applications can be sent to info@hdffa.org or mailed to PO Box 1782 Bend OR 97709.