

# ***Food Security Development Coordinator*** **AmeriCorps VISTA**

**Effective Dates: 10/24/2022-10/23/2023**

**Sponsoring Organization: Arizona Food Bank Network**

**Site: Sun Produce Cooperative Foundation - Maricopa County, Arizona**

**Primary Focus Area: Food Security – Healthy Futures**

## **Position Description**

Passionate about local food and farms? Interested in improving nutrition assistance and food security in Arizona? The goal of the Food Security Development Coordinator VISTA is to serve vulnerable children, adults, and seniors, including small acreage farmers throughout Maricopa County, through increased access to healthful local foods. The VISTA project will expand the capacity of Sun Produce Cooperative to distribute local foods, increase the viability of Arizona's smaller acreage farms, as well as outreach and engagement in the Co-op's farm bag program for SNAP/EBT users. The work the VISTA accomplishes will grow the Co-op and the programs and services it provides, enhancing the opportunities for successful outreach and networking, to truly strengthen the impact of local food on food security in Arizona.

## **Responsibilities**

- Evaluate the operations of Sun Produce Co-op to identify areas where improvements can be made to strengthen community food security and health equity in Arizona.
- Become familiar with the farming practices and food insecurity rates in Maricopa County.
- Develop an Operations & Food Safety Manual to improve the efficiency and expansion of the organization's ability to provide high quality food.
- Develop an Employee Training Manual to strengthen and grow the Co-op's workplace environment and its ability to deliver programs to the community.
- Research and create a general fundraising strategy, including potential grant opportunities, in collaboration with Co-op staff
- Engage in grant writing for FarmRaiser program to raise money for chef demos, activities, and equipment.
- Research, compile, and disseminate best farm-to-school / farm-to-institution practices to enhance procurement as part of the Co-op's Vitalyst SPARK grant project "A Collaborative Approach to Exploring Opportunities and Barriers to Institutional Purchasing of Local Foods."
- Research and develop outreach information to recruit and keep more online SNAP / EBT users for the Co-op's farm bag (FarmRaiser) subscription program.
- Conduct research, create educational materials, and develop outreach efforts to increase the number of farm bag sites with organizations serving low-income seniors/housing sites.

- Partner with FarmRaiser sites to schedule chef demos, activities, and events. The events will target low-income children, families, and households to encourage use of SNAP/EBT to purchase healthy local food.
- Create a general marketing and outreach strategy to share with Sun Produce staff.
- Implement social media messaging for the Co-op's programs and the FarmRaiser program. Establish a calendar or timeline for these deliverables.
- Meet with the Co-op's farm and the farm's consumer members to collect photos for marketing purposes and to write stories for website and outreach.

### **Key Skills, Knowledge, Abilities, & Qualifications**

- College degree, or relevant experience in place of degree
- Strong organizational skills
- Prior experience conducting outreach and building relationships with diverse groups
- Strong initiative and ability to work with limited supervision
- Prior experience working independently in implementing programs
- Strong networking and interpersonal skills
- Ability to collaborate with diverse audiences, understand challenges, problem solve, and develop effective solutions
- Excellent verbal and written communication skills; bilingual in Spanish a plus
- Passion for enjoying fresh in-season foods and supporting the viability of smaller-scale (Arizona) farms
- Basic knowledge of Microsoft Office products – Word and Excel, social media platforms like Facebook and Instagram
- Basic knowledge of graphic design software like Canva a plus!

### **Benefits for VISTA Members**

- Living stipend to cover the basic costs of living (find out more at [nationalservice.gov](http://nationalservice.gov))
- Choice of Education Award or End of Service Stipend upon successful completion of service
- Health coverage at no-cost
- Relocation allowance
- Student loan forbearance and deferment
- 10 personal and 10 sick days
- Childcare assistance if eligible

- One year of non-competitive eligibility for federal government positions upon completion of service
- Professional development training

### **AmeriCorps Eligibility Requirements**

- Must be 18 years of age
- US citizen, national, or legal resident
- Successfully complete a criminal background check
- Valid driver's license

### **How to Apply**

- Please send resumes to: [erica@azfoodbanks.org](mailto:erica@azfoodbanks.org)
- Apply through the MyAmeriCorps Portal:  
<https://my.americorps.gov/mp/listing/viewListing.do?fromSearch=true&id=114212>