The Food Bank AmeriCorps VISTA Description

Title: Partner Agency Technical Assistance Specialist VISTA
Classification: AmeriCorps VISTA
Supervisor: Programs Coordinator

Summary:
The Partner Agency Technical Assistance Specialist will create resources and offer guidance for some of the programs The Food Bank operates, including a database to help pantries track the needs of their participants and a program to help participants make healthier choices when selecting food from food pantries. This role works directly with local hunger-relief partners to train partners on our assistance tracking system, solve problems that occur and enact improvements where applicable. The Food Bank is a drug-free workplace and equal opportunity employer.

Minimum Qualifications:
- Some College
- 18 years or older
- U.S. citizen or permanent resident
- General computers skills
- Communication
- Team work

Duties:
- Learn the various programs The Food Bank administers throughout our service area to more fully understand our mission and how reporting fits into daily operations
- Develop procedures and best practices for pantries involved in our Healthy Nudges Program, which encourages participants to make healthy choices while shopping at pantries
- Assist partner pantries in collection of data to increase effectiveness and impact of the shared participant tracking software (Oasis Insight)
- Improve communication and program effectiveness by creating manuals, procedures, and best practices for other key areas within the Programs team

Benefits:
Childcare assistance if eligible, Education award upon successful completion of service
Living Allowance, Health Coverage*, Relocation Allowance if eligible, Training, Choice of Education Award or End of Service Stipend

*For details about AmeriCorps VISTA healthcare benefits, please visit: http://www.vistacampus.gov/healthcare.

To Apply:
Submit an Application here: Partner Agency Technical Assistance Specialist