Position: Fair Share Pre-Pack and Off Site Distribution Leader
Reports to: Intervale Gleaning & Food Access Manager
Status: Unpaid intern, part-time, 5hrs/week, approx. 80 hours

Position Length: July through October
Position Hours: Mondays, 10-noon and Tuesdays, 1-4pm

Summary of Position:

Assist in the weekly pre-packing, execution, and distribution of pre-packed baskets for Fair Share program: a CSA-style distribution of fresh, gleaned produce to 200 income eligible households (185% of the Federal Poverty Level or below) and 20 social service organizations. In 2020 we are piloting dropping off pre-packed shares to Fair Share members with limited access to transportation at Fletcher Free Library and the Family Room.

Roles and Responsibilities:

▪ Assist in weighing, packing, and organizing pre-packed Fair Share baskets Monday morning (10-noon)
▪ Oversee the setup and clean-up of the Fair Share pre-pack space
▪ Staff distribution of pre-packed shares to two downtown locations (Tuesdays, 1–4pm)
▪ Be a consistent, friendly, and approachable person at weekly drop-off sites
▪ Assist in administering postseason Fair Share surveys and evaluation

Qualifications:

▪ Passion and familiarity with Vermont vegetables
▪ Self-motivated, personable, able to work independently and as a team
▪ Strong organization, communication, and time management skills
▪ Excellent attention to detail
▪ Strong multitasking skills
▪ Interest working with diverse and limited-income populations
▪ Ability to lift 50 pounds

To apply send your resume and cover letter to Hannah Baxter (Hannah@intervale.org)
Position is open until filled. Applications will be accepted through March 15th, 2020.

*This Fair Share Pre-Pack and Off Site Distribution Leader position can be combined with the Culinary Curriculum and Food Access Specialist if a more diverse role is desired.