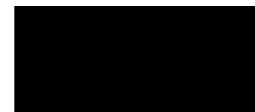


E. Member Position Description

Iowa COVID 19 Recovery AmeriCorps



AmeriCorps Member Position Description Iowa COVID-19 Recovery AmeriCorps Food Access & Equity Training Specialist AmeriCorps Member

Member Name:	Start Date: 5/9/2022
Term Length: 675 hours / 24 weeks	End Date: 10/21/2022
Service Location: Table to Table, Iowa City	Living Allowance: \$6,354.00
Subject to a 3-part criminal history check? Yes	

Description of anticipated service schedule: Member will serve an average of 30-35 hours per week, Monday through Friday from 8am to 4pm with some flexibility. Some weekends and evenings required as communicated.

Sick or personal days are allowed, but members lose possible days to earn the required number of hours needed to successfully complete the term of service. There are additional benefits offered if the member has a compelling personal circumstance.

Site Specific Member Service Activities:

AmeriCorps members will serve with Table to Table to address food security in Johnson County through the following service activities:

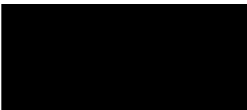
In conjunction with Table to Table (T2T) staff, continue enhancement of T2T's formal volunteer training program in two areas

- Expanded trainings to address new topics to enhance volunteer knowledge of food security and equity
 - o Assess current volunteer training strengths and gaps with the support of program staff and determine training needs and objectives
 - o Assess, improve, and create training curriculum in areas including DEI (Diversity, Equity, & Inclusion) and Service Access, Conscientious Communicating, Food Rescue Education, Food Safety, Driver Safety, Food Insecurity Education, Food Rescue Route Processes, and Personal Safety for T2T volunteers and T2T partner organization (food insecurity-fighting agencies) staff and volunteers
 - o Based on feedback about T2T partner organization needs, develop trainings for T2T partner organizations on best practices for creating accessible, health-promoting, inclusive, and respectful food pantry environments
 - o Prepare educational materials such as slideshows, videos, worksheets, and online training modules
- Implement and assess new trainings to enrich the quality of delivery and impact
 - o Plan, schedule, and co-facilitate volunteer training sessions for T2T volunteers and partner organization staff and volunteers
 - o Administer each training component for a subset of volunteers and collect feedback to inform improvements
 - o Make adjustments according to volunteer feedback and implement completed version to full volunteer base
 - o Identify and troubleshoot glitches in new technology-based training platforms
 - o Develop volunteer leadership positions that can assist with T2T volunteer training implementation
 - o Contribute to improving and maintaining record keeping system for volunteer training
 - o Create and administer surveys of training participants and analyze outcomes
- Support program operations and gain familiarity with all volunteer roles to better create effective volunteer trainings
 - o Coordinate daily routes by getting volunteers started and directing their tasks for the day

Member Initials: _____ Date: _____

E. Member Position Description

Iowa COVID 19 Recovery AmeriCorps



- o Accompany volunteers on food rescue route delivery when needed
- o Train fleet volunteers and complete fleet/facility duties as needed

Member may be asked to participate in additional service activities that are not included in the member positions description but are in alignment with the approved grant activities. Volunteers recruited by, instructed by, and/or supported by the member will not participate in prohibited activities as outlined by the grant.

Qualifications:

- Must be 18 years of age or older by start date
- Must have a high school diploma or equivalent, or be in process of completion
- Must be either a citizen, national, or lawful permanent resident alien of the United States
- Must pass mandatory pre-service background checks
- Current driver’s license preferred

Benefits and Evaluation Requirements:

- A living allowance of **\$6,354.00** will be paid to help meet the necessary living expenses incurred while serving in the AmeriCorps program. The living allowance will be divided evenly across the term of service and paid every two weeks via direct deposit.
- Upon successful completion of the term of service, the member will receive a Segal Education Award of **\$2,417.14** from the National Service Trust. AmeriCorps members age 55 or older at the start of service can transfer the award to a child or grandchild.
- Student loan deferment, forbearance or forgiveness opportunities are available depending on the type of student loan. It is the member’s responsibility to obtain information about whether their loan(s) qualify for this benefit. This is not an automatic benefit of the program.
- Health insurance and childcare assistance, if eligible.
- Training and professional development related to the knowledge and skills required for service, as well as training specific to the community the member serves. The member will receive a mid-term (if applicable) and end of term evaluation.

Member Signature _____ Date _____ Program Representative Signature _____ Date _____

Member Initials: _____ Date: _____

*The Corporation is currently going through a rebranding effort and as such, may be called CNCS, CNS, AmeriCorps, or AmeriCorps, the Agency.