

**VISTA ASSIGNMENT DESCRIPTION (VAD)
AmeriCorps VISTA Food Rescue Specialist**

<p>Objective: Support and participate in daily food rescue program operations.</p> <p>Step 1: Greet volunteers and launch route shifts. If needed, communicate with key staff at donor and recipient sites to ensure smooth pick-up and delivery of food donations.</p> <p>Step 3: Call last-minute subs to fill open volunteer shifts and update volunteer schedules.</p> <p>Step 4: Complete food rescue routes when shifts are not filled by volunteers.</p> <p>Step 4: Record volunteer feedback concerning food donors, recipients, vehicles, and volunteer availability.</p> <p>Step 6: Complete data entry on return of food rescue routes, if needed.</p> <p>Step 7: As part of a team, communicate with interested potential volunteer applicants, track their onboarding progress, and support volunteer recruitment efforts, if needed.</p>	<p>Planned Period of Service</p>
	<p><i>Throughout Service Period</i></p>
<p>Objective: Support the smooth functioning of the food rescue fleet.</p> <p>Step 1: Prepare T2T's fleet of vehicles for daily food rescue routes by cleaning and sanitizing them and stocking the vans with food collection boxes.</p> <p>Step 2: Fuel vehicles for their routes.</p> <p>Step 3: Deliver and collect vehicles from vehicle maintenance and repair providers.</p> <p>Step 4: Complete facility duties when needed.</p> <p>Step 5: Train fleet prep volunteers when needed.</p>	<p>Planned Period of Service</p>
	<p><i>Throughout Service Period</i></p>
<p>Objective (if needed): Participate in the gleaning (harvesting) of excess produce from farms and gardens and distribution of the food via pop-up free produce stands with partner agencies.</p> <p>Step 1: Harvest excess produce from farms and gardens.</p> <p>Step 2: If needed, lead volunteers in gleaning activities.</p> <p>Step 3: Demonstrate best practices for food handling safety.</p> <p>Step 4: Deliver produce to local partner agencies or facilitate free produce pop-ups.</p> <p>Step 5: Communicate with key recipient partner staff to ensure smooth operations.</p>	<p>Planned Period of Service</p>
	<p><i>Throughout Service Period</i></p>