

E. MEMBER POSITION DESCRIPTION



AmeriCorps Member Position Description Iowa COVID-19 Recovery AmeriCorps *Table to Table Food Rescue Specialist AmeriCorps Member*

Term Length: 675 hours over 36 weeks	Start Date: December 5, 2022
Service Location: Table to Table, Iowa City	End Date: August 11, 2023
Subject to a 3-part criminal history check? Yes	Living Allowance: \$7,623.00

Description of anticipated service schedule:

Member will serve an average of 20 hours per week, mostly Monday-Friday mornings, at least through May. There is some flexibility (especially the first couple weeks of service, if needed to accommodate an academic calendar). Other days and times as needed and agreed upon.

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 expanding services in Iowa City and Johnson County through the following service activities.

Expand Food Rescue program operations

- Greet volunteers and launch food rescue route shifts
- Communicate with key staff at donor and recipient sites for smooth pick up and delivery of food
- Call last minute volunteer subs to fill volunteer shifts and update volunteer schedules
- Record volunteer feedback concerning food donors, recipients, vehicles, and volunteer availability
- Complete data entry on return of food rescue routes as needed
- Recruit and train new volunteers for expanded food rescue operations

Food Rescue vehicle fleet

- Prepare Table to Table's vehicles for expanded food rescue routes
- Deliver and pick up vehicles from maintenance and repair providers
- Train vehicle prep volunteers

During the growing season: Expand Gleaning and Free produce Stands operations

- Harvest excess produce from farms and gardens

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- Lead volunteers in gleaning activities
- Demonstrate best practices for food handling safety
- Deliver produce to local partner agencies or facilitate Free Produce Stands
- Communicate with recipient partner staff for smooth operations

Member may participate in additional service activities that are not included in the member position description but that align with approved grant activities.

Position Requirements:

- Ability to lift 20-40 pounds repeatedly
- 21 years or older at start date
- Valid driver's license for at least 4 years
- Pass driving history check (4 years good driving record)

Qualifications:

- 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

Benefits and Evaluation Requirements:

- A living allowance of **\$7,623** 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 **\$2,474.27** from the National Service Trust. AmeriCorps members aged 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.
- 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 and end of term evaluation.