

## **SUMMER FELLOW: Open Arms Minnesota (2 Fellow positions available)**

### **The Hunger Free America Summer Fellows Program**

During the summer, Hunger Free America's Child Nutrition Department places a multitude of fellows across the country at various hunger-fighting institutions with a focus on combatting child hunger during the summertime. Once school lets out, millions of children no longer receive school meals and face tremendous obstacles accessing the Summer Food Service Program, which offers free meals for any child under the age of 18.

Our fellows work with food banks, summer camps, state agencies, and local community groups to find innovative ways to help more children access Summer Meals sites. Our passionate, dedicated, and progressive group of fellows are determined to be an invaluable resource for the resource-strapped non-profits looking to feed children during summer.

### **The Placement Site:** *Open Arms Minnesota (Minneapolis, MN)*

Open Arms of Minnesota is a nonprofit that cooks and delivers free, nutritious meals to people living with life-threatening illnesses in the Twin Cities. We believe that *food is medicine*, and our work matters to the health outcomes of our clients. With the help of over 7,300 volunteers, we'll cook and deliver more than 600,000 delicious meals this year to people living with life-threatening illnesses, as well as their caregivers and dependents.

Since our founding in 1986, Open Arms has relied on its phenomenal community of donors and volunteers to help nourish and sustain people living with illness in the Twin Cities. We couldn't do the work we do in our beautiful kitchen, on delivery to our clients or at our organic farm project without them. Join us in making a difference in our community!

For more information, visit the Open Arms Minnesota website at <https://www.openarmsmn.org/aboutus/>

### **The Position:**

Through a partnership with Hunger Free America (HFA), Open Arms of Minnesota is seeking **two** qualified candidates to assist in the implementation, access, and quality of the Summer Meals Program. Responsibilities will include:

- Work with our neighborhood sites to deliver and distribute meals to children. Support site staff in maintaining records, fulfilling program requirements, and ensuring food safety.
- Maintain administrative records, including meal counts, food production records, and recipes.

- Support OAM kitchen in food preparation.
- Publicize the program in the neighborhood and conduct ongoing outreach.
- Conduct nutrition education activities that encourage healthier eating to both children and adults.
- Assist with the implementation of our weekly meal delivery program, approximately five hours per week. Responsibilities may include packaging and preparing food, greeting volunteers, delivery, and other responsibilities as needed.

**The Ideal Candidate Will Have:**

- The ideal candidate will be outgoing, organized, and passionate about food justice, child nutrition, and hunger-related issues.
- Experience working or volunteering in food service preferred.
- Adaptive to change, flexible & skilled with multi-tasking.
- High School Diploma or equivalent
- Must be 18 years or older
- Must be legally permitted to work in the US
- A valid driver's license
- Strong organizational skills and familiarity with Microsoft Word and Excel
- Excellent communication skills, a warm, professional presence, and ability to work with neighborhood children, volunteers, site staff, and kitchen staff
- The ability to drive a 15-passanger van, lift approximately 50 pounds, and navigate stairs (for delivery of the meals and assistance with meal service).

**Time Commitment:**

This is a short-term, full-time position beginning June 10th, 2019 and ending August 2<sup>nd</sup>, 2019. You are expected to be available for the needs of your community and project at all times. Summer Fellows may be able to have a part-time job outside of service hours; however, they will discuss this with their supervisor prior to starting their position.

**Housing:**

You are responsible for finding your own housing. No housing allowance will be provided.

**Program Benefits:**

- \$10/hour, 35 hours a week, paid biweekly
- Paid holidays
- Experience in the nonprofit sector
- Access to Hunger Free America's national network of hunger-fighting institutions

**How to Apply:**

Please email resume and cover letter to Natalie Amstutz, Seasonal Child Nutrition Coordinator, at [namstutz@hungerfreeamerica.org](mailto:namstutz@hungerfreeamerica.org), with subject line "Summer Fellow\_OpenArmsMinnesota\_YourName" Applications are rolling; early applicants will be given first preference.