

WSU VISTA - Jewish Family Services VISTA Service Opportunity



The JFS Food Pantry & Nutrition VISTA is a full-time position at Jewish Family Services of Greater Kansas City. The VISTA will coordinate the new expanded JFS Food Pantry, including a focus on creating an infrastructure that encourages and empowers food pantry recipients to make healthy choices by developing nutrition “nudges” in the pantry and partnering with nutrition focused agencies and volunteers to lead cooking and nutrition classes. This VISTA will engage the local community by providing opportunities for both groups and individuals to volunteer, host food drives and take leadership roles in running the pantry operations, which will build capacity and create a sustainable volunteer workflow and help break the cycle of poverty.

The JFS Food Pantry & Nutrition VISTA will help JFS fulfill its mission of supporting and strengthening lives throughout Greater Kansas City by providing essential human services for people facing challenges in everyday life or times of crisis—regardless of faith, age, culture, and lifestyle.

AmeriCorps VISTA members are passionate and committed to their mission to bring individuals and communities out of poverty. Members make a year-long, full-time commitment to serve on a specific project at a nonprofit organization or agency. They focus their efforts to build the organizational, administrative, and/or financial capacity of organizations that fight illiteracy, improve health services, foster economic development, and otherwise assist low-income communities. Members earn a modest living allowance, limited benefit options and after a year of service are eligible for an education award of \$5,775 or post-service stipend. More information is available at www.VISTAcampus.gov.



Essential Duties:

- Work with JFS staff to determine the needs of the JFS Food Pantry
- Recruit, train and supervise pantry volunteers
- Develop nutrition infrastructure in the food pantry
- Partner with local nutrition education agencies to provide nutrition and cooking classes in the food pantry
- Create lead volunteer roles and group volunteer opportunities in the food pantry
- Engage community organizations in volunteering and coordinating food drives, by attending neighborhood and community meetings, outreach events and developing relationships with key established stakeholders

Essential Education, Knowledge and Experience:

- Experience in dietetics, nutrition education, volunteer recruiting, nonprofit management
- Interest in and experience with public speaking
- Excellent computer skills, including Microsoft Office Suite, Internet and demonstrated ability to learn new software.
- Demonstrated organization ability.

Requirements Include:

- Strong oral and written communication skills.
- Requires excellent attention to detail.
- Ability to work autonomously and good problem solving capability.
- Outstanding interpersonal skills.
- Demonstrated poise, tact and diplomacy skills.
- Ability to work comfortably and effectively with a wide range of staff and client populations.
- Ability to develop and maintain effective working relationships.
- Reliable transportation.

- Ability and willingness to work occasional evenings and weekends

Key Competencies:

- Strong sense of urgency
- Good communication skills
- Problem analysis and solving
- Planning and organization
- Efficient work and time management
- Stress tolerance
- Attention to detail and high level of accuracy
- Initiative and Integrity
- Adaptability
- Teamwork and collaboration
- Cheerful approachable personality

Environmental/Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job:

- Frequently required to sit; talk; and hear.
- Ability to effectively use office equipment (including but not limited to computer, phone, fax machine, printer/copier machine) and computer systems to fulfill essential functions of the position.
- Ability to lift 30 lbs.

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