Community Engagement Specialist
AmeriCorps VISTA

Effective Dates: 02/13/2023 – 02/12/2024
Sponsoring Organization: Arizona Food Bank Network
Site Location: Canyon Community Alliance
Primary Focus Area: Food Security – Healthy Futures

Position Description

The Valle Community of Williams, Arizona is an area where jobs and entrepreneurship are on the rise filled with individuals who strive to live a life connected to nature. While Valle is an up and coming area, food access has always been a challenge. Historically, Valle residents have worked in neighboring towns in more populated cities where basic necessities, such as grocery stores, are more accessible. However, due to inflation and the cost of commuting, Valle residents are looking for more localized solutions.

The focus of the Community Engagement Specialist VISTA will be to assist in the development of Canyon Community Alliance’s (CCA) programs to increase our ability to serve low-income and food insecure individuals and families within the community. A primary goal for this project will to plan and develop the Valle Food Pantry to provide a resource of food access. Additionally, this position will focus on improving community engagement through educational programs, volunteer recruitment, organizing workshops, and spreading awareness of food scarcity through digital marketing efforts and community gatherings. The position will also include fundraising and grant writing to be able to ensure the long-term sustainability of these new programs in order to better serve those in need. The work of this VISTA project will make it possible for the Valle community to take food security back into the communities control and build a stronger local economy.

To find out more about serving with AmeriCorps VISTA, please visit the following webpage:

Responsibilities

- Work with the president of Canyon Community Alliance to become familiar with the needs of the Valle community
- Network with community members and partner organizations
- Increase community engagement and spread awareness around food scarcity through CCA’s website, social media, newspapers, and community gatherings
- Formulate plans to begin the development of the Valle Food Pantry
- Design programs to increase the Valle community’s resources, educational activities, and community led workshops
- Research grants and fundraising opportunities and apply as appropriate
- Build volunteer recruitment and retention program
- Develop an Operating and Policy Manual codifying relationships with local businesses and related government agencies
Key Skills, Knowledge, Abilities, & Qualifications

- Strong literacy and writing abilities
- High School Diploma
- English – Bilingual in Spanish is a plus
- Proficient in Apple or Microsoft Software
- Past experience with applying for grants and fundraising
- Detail-oriented
- Excellent organizational skills
- Strong time management skills
- Familiarity with food banking
- Ability to research
- Strong communication skills
- Ability to utilize social media platforms (Facebook, Instagram, and LinkedIn)
- Ability to navigate WIX or willingness to learn

Benefits for VISTA Members

- Living stipend to cover the basic costs of living (find out more at nationalservice.gov)
- Choice of Education Award or End of Service Stipend upon successful completion of service
- Health coverage at no-cost
- Relocation allowance
- Student loan forbearance and deferment
- 10 personal and 10 sick days
- Childcare assistance if eligible
- One year of non-competitive eligibility for federal government positions upon completion of service
- Professional development training

AmeriCorps Eligibility Requirements

- Must be 18 years of age
- US citizen, national, or legal resident
- Successfully complete a criminal background check
- Valid driver’s license

How to Apply

- Please send resumes to: erica@azfoodbanks.org
- Apply through the MyAmeriCorps Portal:
  https://my.americorps.gov/mp/listing/viewListing.do?fromSearch=true&id=115783