



Ambassador Volunteer Request Form

Job Title: Nutrition Education Special Projects Volunteer
Department: Nutrition Education
Reports to: Nutrition Outreach Manager
No. of Volunteers Needed: Varies, as needed
Date requested: June 2009

Basic Function:

- Assist the Nutrition Education department with a range of special projects that will contribute to the success of the food bank's health and nutrition outreach to at-risk populations

Primary Duties:

- Brief orientation to the Nutrition Education department and special project
- Complete special project (one-time or recurring) within established deadline
- Communicate progress of project with department staff

Sample projects include:

- Create and compile educational packets for use at outreach events
- Acquire food and supplies for Nutrition Education classes and events
- Organize and manage the Nutrition Education food and supply closet
- Graphic design (logo and web content development)
- IT management – data entry and organization

Minimum Requirements:

- Interest in hunger, nutrition and health as social justice issues
- Organization, good work-ethic, and attention to detail
- Ability to take initiative and work independently
- Ability to communicate effectively with supervisors
- Desire to work behind-the-scenes to impact the health of at-risk populations
- Desire to improve efficiency of procedures and processes

Volunteer Work Schedule:

- Varied depending on project timelines and volunteer availability

Hours:

- Varied depending on project timelines and volunteer availability

Impact of this volunteer opportunity:

- Experience day-to-day operations of a large anti-hunger non-profit organization
- Gain specific skills and experience related to special project