



Oregon Food Bank Volunteer Job Description

- Job Title:** Lead Assistant, Nutrition Education Program
- Job Location:** Oregon Food Bank kitchen and/or various locations throughout Portland metropolitan area
- Staff Contact:** Julie Webber
Nutrition Education Program Coordinator
(503) 419-4183
jwebber@oregonfoodbank.org

Position Summary:

- ◆ Set up cooking class supplies and kitchen before class
- ◆ Maintain and organize supplies allocated to your series
- ◆ Communicate with Instructor to review class needs for each week's session
- ◆ Assist Instructor with flow of class by keeping participants and Volunteer Team on schedule
- ◆ Assist Participants as needed with food prep and cooking skills
- ◆ Facilitate Participants tasks for clean up during and after class
- ◆ Coordinate class laundry procedures with volunteer team
- ◆ Submit a weekly class report with issues and achievements to Program Coordinator

Physical / Age requirements: 18+ years and the ability to lift 20 pounds. Work conditions may include standing, pushing, pulling, lifting, bending in a standard kitchen environment

Skills / Experience required:

- ◆ Basic cooking knowledge and skills
- ◆ Ability to work with a team
- ◆ Problem solving skills
- ◆ Good communication skills
- ◆ Willingness to adhere to program policies and team decisions
- ◆ Organizational skills

Time Commitment: 2-3 hours per week for a 7-week course

Resources Provided: Orientation to program and On-Site Training with Program Coordinator, Agency Contact, and Volunteer Team.

How does this help Oregon Food Bank? Oregon Food Bank's Nutrition Education Program offers cooking classes to low-income individuals to help them make the most of their food resources. By providing cooking, nutrition, and food budgeting skills to those who struggle to feed their families, the Nutrition Education Program makes a lasting impact on *ending hunger at its root causes*. Students walk away with the necessary skills to make healthy and economical food choices.