



## VYCC Food and Farm Program Post-Harvest Leader

### Program Overview

VYCC's Food and Farm Program is a youth development, diversified agriculture and food security initiative. We believe in the power that food has to connect us with the land, our community, and each other.

On the farm, young people engage in organic farming and culinary education. The produce grown by Corps Members is distributed to more than 400 families through the Health Care Share project-- a public health initiative that connects Vermont families to locally-grown produce through their medical provider. Patients who may have diet-related illness or have barriers to accessing fresh produce receive a weekly share of fresh food. We also raise laying hens for eggs, pigs for meat, and additional vegetables, flowers, and herbs that we sell through our vibrant, on-site farm stand.

In addition to the work Corps Members do in the farm fields, they also spend time in the kitchen learning cooking skills. Working with the food they've grown, they explore different recipes and help prepare a daily lunch that is served to all farm crews, connecting the work in the fields to the food on their plates.

These projects are made possible through VYCC's partnership with AmeriCorps and SerVermont.

### Position Summary

In the spring, the Post-Harvest Leader participates in training, learns farm and leadership skills while guiding volunteer groups and completing daily farm tasks. They also take on a leadership role in our propagation house, focusing on implementing the propagation schedule and leading others through seeding a variety of crops. They also spend time learning about the post-harvest systems on the farm and preparing the wash-pack station for peak season.

In the summer, the Post-Harvest Leader works with crews in the wash-pack station. They will spend their days ensuring that crops coming out of the field get weighed, washed and stored well. With the support of the Community Health Manager, they also lead the weekly packing of the Health Care Shares and help deliver those shares across Vermont.

In the fall, the Post-Harvest Leader works alongside other Farm Leaders where they guide volunteers, harvest for the Health Care Share and prepare the farm for winter. They also continue to lead the work in the wash station and pack shed.

## **Essential Functions**

### *Post-Harvest Responsibilities*

- Oversee all post-harvest activities, including washing, packing, quality control, food safety, inventory management, and record keeping
- Teach, lead and oversee program participants and groups of volunteers in post-harvest activities and Health Care Share packing
- Maintain organized and safe post-harvest facilities, tools, and equipment
- Maintain detailed records and inventory for Health Care Share, food program, farm stand, wholesale, and produce donation

### *Farm Responsibilities*

- Participate in all aspects of farm work including:
  - Seeding, transplanting, weeding, harvesting
  - Washing and packing produce for distribution
  - Caring for livestock
- Work hard in all types of weather and environments, motivating members to do the same
- Follow and uphold VYCC principles and practices to maintain a safe service site

### *Crew Support*

- Create crew culture that prioritizes physical and emotional safety
- Foster teamwork among Crew Members, lead by example, and support Crew Members as they navigate challenges and successes

### *Communication, Reporting, & Training*

- Communicate effectively with members of the Farm Team, including using Microsoft Teams and Outlook
- Complete forms related to their service including timesheets due biweekly on Fridays
- Complete forms related to the members they supervise including documenting member check-ins and filling out incident reports
- Engage with VYCC staff on setting goals and chartering personal and professional progress through mid-term and end-term performance evaluations with supervisor
- Participate in a variety of trainings, including VYCC and AmeriCorps Orientations and additional enrichment activities. These training hours will not exceed 20% of the total number of member hours
- Attend SerVermont events

## **Work Environment**

Corps Members spend most of their time outdoors, serving with their crew while also interacting with community members, and VYCC staff. They serve daily at VYCC's farm, located in Richmond, Vermont.

## **Weekly Schedule**

Leaders will serve an average of 40- 45 hours/week, Monday-Friday, 8.5 hours/day. Exact hours change with the season, including early morning starts during peak summer season. Hours will typically be between 8:00am-4:30pm, with occasional evening and weekend hours for chores or events.

## **Required Qualifications**

- Be at least 20 years of age
- Be a U.S. citizen, a national, or legal permanent resident non-citizen of the U.S.
- Have not been convicted of murder or sexual assault and be willing to undergo a National Service Criminal History Check and a VT Agency of Human Services check. The member will have access to vulnerable populations
- Be a high school graduate or have a GED certificate, or be willing to work towards GED as part of their service-year successful completion requirement
- Commitment to VYCC's mission, including the Health Care Share project
- Commitment to the mission of AmeriCorps and SerVermont

## **Preferred Qualifications**

- Valid driver's license with good driving record for at least three years
- Experience in teaching, mentoring, or group facilitation

## **Equal Opportunity at VYCC**

VYCC is committed to being an organization that is inclusive and welcoming for all employees, volunteers, and community members.

## **Compensation & Benefits**

- AmeriCorps Living Allowance paid biweekly:
  - Residential members living in on-site housing: \$515/week
  - Non-residential members living off-site: \$620/week
- Eligible for Segal Education Award upon completion of service: \$4,546.50
- Access to fresh produce from the farm
- Potential for shared housing for the duration of service
- Organizational dedication to on-going professional development
- Potential eligibility for student loan forbearance and interest payment
- Potential to earn up to 12 free college credits
- Receive Basic First Aid through American Red Cross

**Terms of Service and Dates of Service:**

1200 Hour (three-quarter-time) term from March 22- October 27, 2023

**Food & Farm Program applicants:**

Katie Robertson, Program Manager

[Katie.Robertson@vycc.org](mailto:Katie.Robertson@vycc.org)

1949 East Main Street

Richmond, VT 05477

Name:	Date:
Signature:	