



## VYCC Food & Farm Program Production Crew Leader

### Program Overview

VYCC's Food & 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 the daily tasks of organic vegetable farming. 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 nutrient-related illness or have barriers to accessing fresh produce receive a weekly share of fresh food. We also raise laying hens for eggs, chickens 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, Production Crew Leaders learn farm and leadership skills while guiding volunteer groups and participating in daily farm tasks. In the summer, Production Crew Leaders lead a crew of up to 8 college-aged members through the daily work of growing food on the farm. In the fall, Production Crew Leaders work together with the other Farm leaders in leading volunteers, harvesting for the Health Care Share, and preparing the farm for winter.

### Essential Functions

#### *Farm Responsibilities*

- Participate in all aspects of farm work including:
  - Seeding, transplanting, weeding, harvesting
  - Washing and packing produce for distribution

- Caring for and managing livestock
- Maintaining and using farm equipment, including tractors and implements
- Setting up and maintaining farm irrigation systems
- With Farm Staff support, ensure timely field preparation, vegetable planting, and harvest for Health Care Shares
- Support all aspects of livestock production operations including chicken processing
- Coordinate and organize logistics with Farm Team members for successful daily and weekly farm operations
- Maintain detailed production and farm maintenance records
- 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 Leading*

- Create a 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
- Consistently check in and conduct feedback meetings that help Crew Members set goals, assess growth, and celebrate progress
- Instruct Crew Members on all aspects of farm work

### *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**

Crew Leaders will serve an average of 40- 45 hours/week, Monday-Friday, 8.5 hours/day. Spring and fall hours will typically be between 8:00am-4:30pm. In summer, Production Crew Leaders will alternate between two schedules, either 6:30am-3:00pm or 9:30am-6:00pm. There

are also 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: \$533/week
  - Non-residential members living off-site: \$642/week
- Segal Education Award upon completion of service: \$4,826.50
- Access to fresh produce from the farm and daily lunch during the summer
- Potential for shared housing for the duration of service
- Organizational dedication to professional development
- Career pathways support during and after the VYCC experience provided by the Community Engagement Manager
- 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 20– October 25, 2024

**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: |       |