

Society of St. Andrew



GLEANNING AMERICA'S FIELDS ~ FEEDING AMERICA'S HUNGRY

Virginia Gleaning Network • Sarah Ramey • Director • vaglean@endhunger.org

JOB DESCRIPTION

Title: Northern Neck (Virginia) Gleaning Coordinator, Part-Time, June through November

Basic Function: To coordinate gleaning in the Stafford, King George, Westmoreland, Essex, Richmond, Northumberland, Lancaster, and Middlesex Counties for the Society of St. Andrew (SoSA). This will involve all groups willing to glean in this area, along with all activities and events for the Society of St. Andrew. Gleaning is picking leftover fruit and vegetables after the farmer has harvested his fields.

Specific Duties and Responsibilities:

1. Set up gleanings for groups from churches, service organizations, scouts, schools, etc. at farms one to three times a week during the growing season including Saturdays.
2. Recruit additional gleaning groups and growers.
3. Arrange for produce pickup and/or delivery to feeding agencies.
4. Supervise gleaning events in the field ensuring the safety of the participants and respect for farmer's property. Schedule additional field supervisors in the case of there being more than one gleaning in that particular area.
5. Ability to lift 25 pounds.
6. Communicate with gleaners, growers and field supervisors by answering questions about the program, providing gleaning updates and directions to volunteers, and providing follow up information to gleaners and farmers. Also, keep the growers informed of activities and results of gleaning events.
7. Keep accurate records of all gleanings and send them to Program Director by e-mail or mail by the 4th of the following month. Communicate progress and problems regularly with SoSA staff.
8. Communicate well with all 3rd party agencies to support continued relationship building.

Qualifications:

Motivated individual with excellent organizational skills who enjoys the outdoors and working with a variety of people. Must be able to work with little supervision. Has great initiative and good follow through skills. Some physical labor required when gleaning. Position requires a vehicle. Must be 21 years old and have a good driving record.

Expectations and Compensation:

1. Position will be available for the period June 1- October 30, based on the growing/harvesting season.
2. Salary will be \$600.00 per month for a total of \$3000.00
3. Expected hours per week: 20 (average). Position requires working every Saturday during the growing season, possible Sundays for church visits and weekday hours are flexible.
4. This is a part time position. Federal taxes, state taxes, and Social Security will be withheld. Mileage for events will be compensated.
5. No additional benefits will be a part of this position.

Send resumes to:

Sarah B. Ramey
Gleaning Network Director
3330 Sweet Hollow Road
Big Island, VA 24526