

Society of St. Andrew

GLEANNING AMERICA'S FIELDS ~ FEEDING AMERICA'S HUNGRY

Gleaning Network • Potato & Produce Project • Harvest of Hope



JOB DESCRIPTION

Title: Winchester Area Gleaning Coordinator

Basic Function: To coordinate gleaning in the Frederick, Clark and Loudoun counties area for the Society of St. Andrew (SoSA) for all groups willing to glean in this area. 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 and orchards once or twice a week during August and every Saturday during the fall.
2. Recruit additional gleaning groups and growers.
3. Arrange for the distribution of gleaned produce to area agencies.
4. Supervise gleaning events in the field insuring the safety of the participants and respect for the farmer's property. Schedule additional field supervisors if needed.
5. 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.
6. Keep accurate records of all gleanings. Send records to SoSA promptly.
7. Communicate progress and problems regularly with SoSA staff.

Qualifications:

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

Expectations and Compensation:

1. Position is for July 15 through November 15, depending on the growing season.
2. Salary will be for 360 hours at \$9.00 per hour.
3. Expected hours per week: 20 (average). Position requires working every Saturday. Weekday hours are flexible.
4. Mileage will be reimbursed at the rate of \$0.42 per mile.
5. Work related expenses will be reimbursed with receipts.
6. This is a part time position. Federal, state taxes and Social Security will be withheld. No more benefits will be a part of this position.

Send resumes to:

Sarah Ramey
Gleaning Network Director
3383 Sweet Hollow Road
Big Island, VA 24526

Or call:

800 333-4597