Society of St. Andrew

GLEANING AMERICA'S FIELDS ~ FEEDING AMERICA'S HUNGRY

Alabama Gleaning Network Jesse Hoyer, Regional Director
Adrienne Holloway, Program Coordinator

NORTHERN AREA GLEANING COORDINATOR JOB DESCRIPTION

Title: Northern Alabama Area Gleaning Coordinator, Part-Time, June through November 2019
Basic Function: Gleaning is harvesting leftover produce after the farmer has harvested his/her fields. The Northern Alabama Area Gleaning Coordinator will coordinate gleaning in DeKalb, Franklin, Jackson, Limestone, Lauderdale, Lawrence, Madison, Marion, Marshall, Morgan, and Winston counties for the Society of St. Andrew (SoSA). The gleaning coordinator will recruit groups for gleaning in this area, along with all activities and events for the Society of St. Andrew.

Specific Duties and Responsibilities:

1) Identify and recruit farmers, gleaners, and hunger relief agencies.
2) Organize and execute gleaning events at least once or twice a week during the summer and most Saturdays during the growing season.
3) Coordinate the transportation of produce from gleaning events to hunger relief agencies.
4) Supervise gleaning events to ensure the safety of participants and respect for farmer's property. Schedule additional field supervisors when more than one gleaning is scheduled in a particular area.
5) **Ability to lift 25 pounds**
6) Coordinate the taking of pictures at gleaning events to share with supporters.
7) Communicate:
   a) Provide clear instructions to gleaners, answering any questions about program and provide follow up information. This includes getting signed waiver forms and sending out a thank you afterwards.
   b) Keep the farmers informed of activities and results from gleaning events.
   c) Keep accurate records of all gleaning events and provide to Program Coordinator in a timely manner by email.
   d) Keep in regular contact with SoSA staff, expressing achievements, opportunities and challenges.
   e) Communicate well with all 3rd party agencies to continue building relationships.

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. Familiar with basic computer tasks and has access to a computer and cell phone. 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 May 1 – October 31, 2019 based on the growing/harvesting season.
2. Salary is for May to October 2019, 20 hours per week at $9.00 per hour.
3. Average gleaning is 2 per week. Position requires working Saturdays during the growing season, possible Sundays for church visits and weekday hours are flexible.
4. Mileage while gleaning will be reimbursed at the rate of .42¢ per mile.
5. Federal, state taxes and Social Security will be withheld.

Send resumes to:

Society of St. Andrew ~ Alabama Gleaning Network
PO Box 610806
Birmingham, AL 35261
Or email to al-glean@endhunger.org