



WWW.GORGEGROWN.COM P.O. BOX 752, HOOD RIVER, OR 97031 (541) 490-6420

**Gorge Grown Food Network  
Gleaning Project Coordinator  
Position Description**

**DIVERSITY STATEMENT FOR HIRING**

Gorge Grown Food Network is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, disability status, protected veteran status or any other characteristic protected by law. We have a commitment to diversity, equity and inclusion in our work and create opportunities to interact with people who live, think, act, and speak differently than ourselves.

**Deadline to apply:** April 7, 2020

**Approximate start date:** June 2020

**Worksite Location:** Five county Gorge region

**Work Schedule:** Flexible, depending on when farms can host. May include occasional weekend and evening events.

**Hourly Rate:** \$17/ hour

**FTE:** 10-15 hours per week, June-October 2020, with the potential for more work during the 2021 season

**Reports to:** Food Access Coordinator

**ORGANIZATIONAL OVERVIEW**

Founded in 2006, GGFN's mission is to *build a resilient and inclusive regional food system that improves the health and well-being of our community*. Our approach is strategically multi-pronged:

- Increase supply: support our local producers by bolstering markets and business development.
- Increase access and demand through programs like Mobile Farmers Markets, local food marketing campaigns, and Veggie Prescriptions.
- Empower and Mobilize: through partnerships with dozens of key organizations like the Food Security Coalition, School Garden Network, Rural Farmers Market Network, Producer Working Groups, and Coordinated Care Organizations we strive to create lasting change through collaboration and collective impact.

We are a small staff of 4-8 people (depending on the season). Our office is located in downtown Hood River, but our work spans across all five counties of the Columbia River Gorge: Skamania and Klickitat in Washington, and Hood River, Wasco, and Sherman counties in Oregon.

## **PROJECT BACKGROUND**

“Gleaning” is the ancient practice of harvesting surplus produce from farms and donating it to those in need. The Columbia Gorge Gleaning Project aims to 1) increase access to fresh food by both volunteers and food pantry clients, 2) reduce on-farm food waste, and 3) connect people with their local food system.

How it works: we organize groups of volunteers to harvest surplus produce directly from farms and orchards. Volunteers may take up to half of their harvest home, and we donate the rest to hunger relief organizations like food pantries and meal sites. Farmers in Oregon receive a 15% of wholesale value tax credit for their crop donation.

## **JOB SUMMARY**

We are seeking an organized and dependable person to serve as our Gleaning Project Coordinator. This position is responsible for the entirety of our Gleaning program: outreach and communications, leading gleans and managing volunteers, and coordinating donations.

This position is part-time but may be combined with our Mobile Farmers Market or Hood River Farmers Market staff position for more hours per week (see position description at [www.gorgegrown.com/jobs](http://www.gorgegrown.com/jobs)). If interested, we could also try to connect you with a farmer in our area to work as a part-time farm hand (this would be a somewhat congruent yet entirely separate position, through a different employer and with a different pay rate). The Gleaning Project Coordinator position is seasonal (June-October) but there is potential for year-round work for the right fit. The work we do at Gorge Grown continuously shifts to meet our community’s needs and utilize the skillsets of our most important asset—our staff—so there is always room to grow here, funding dependent.

This position will report directly to the Food Access Coordinator, with oversight by our Executive Director.

## **PRIMARY RESPONSIBILITIES**

- Recruit gleaning volunteers and participating farms/orchards through various outreach strategies.
- Manage website and social media pages.
- Coordinating Gleaning events:
  - Arrange a pre-Glean site visit with land owners to assure it is an appropriate venue for our program.
  - Recruit harvest volunteers through social media and listserv once a day/time is set.
  - Manage gleaning event: check everyone in and make sure they sign liability waivers, introduce the mission of the program and Gorge Grown Food Network, review safety instructions, harvest, weigh food.
- Coordinate the donation of harvested food to local food pantries.
- Ensure farmers receive their Crop Donation Tax Credit paperwork in a timely fashion. (Relevant to Oregon tax codes and farmers only.)
- Record and track all Glean data and assist with grant reporting and writing.

- Attend bi-monthly all-staff meetings, Food Security Coalition quarterly meetings, and regular check-ins with supervisor.

#### **DESIRED QUALIFICATIONS**

- Experience in volunteer management.
- Ability to multi-task, work independently, and thrive in fast-paced, physically demanding work environments. Able to maintain a high-energy, friendly attitude (even if it's hot, dusty, cold, rainy, or the end of a long day).
- Ability to communicate through email/text, and document basic data (like attendance and pounds of fruit gleaned) in Excel.
- Exceptional interpersonal, customer, and communication skills.
- Ability to enthusiastically engage with Gleaners, farmers, and other community stakeholders of all ages, gender identities, sexual orientations, colors, cultures, socio-economic backgrounds, political affiliations, documentation status, and abilities.
- A love of fruits and vegetables and a passion for sharing information, recipes, and tips for cooking or preserving gleaned items.
- Previous knowledge of, or a desire to learn about the nuances and complexities of local community food system development.
- Demonstrate a can-do attitude and creative problem-solving skills. Able to respond to challenges quickly, efficiently, and appropriately.
- Ability to lift 50 pounds in and out of a vehicle repeatedly.
- Clean driving record.

#### **TO APPLY**

Please submit a resume, cover letter (or any creative alternative that highlights your qualifications for this position), and three references to [kiara@gorgegrown.com](mailto:kiara@gorgegrown.com) with "Gleaning Project Coordinator" and your name as the subject line. No phone calls. **Application deadline – April 7, 2020.**