



# CAC AmeriCorps

*Position Description*

## Food Systems & Donations Coordinator



**Dates of Service:** August 5<sup>th</sup>, 2019 – August 4<sup>th</sup>, 2020

**Partner:** UT Recycling

**Location of Service:** 2040 Sutherland Ave., Knoxville, TN 37996

**Supervisor:** Jay Price, Recycling Manager

### **About CAC AmeriCorps:**

Established in 1994, CAC AmeriCorps is a national service program that combines elements of traditional conservation practice with community action that informs our work and places it in the broader context of the region. CAC AmeriCorps members serve to improve public lands, streams and greenways, educate the public, meet immediate human needs, eliminate barriers to employment, contribute to healthier lifestyles, and build volunteer capacity to enhance the ability of our partners to get things done. We are committed to human and environmental justice in our communities through enduring acts of service.

### **About UT Recycling:** <https://recycle.utk.edu/>

UT Recycling's goal is to convert the University of Tennessee, Knoxville into a Zero Waste institution by diverting 90% (or more) of all waste from the landfill through reducing, reusing, recycling, and composting. In addition to waste reduction and waste diversion, UT Recycling routinely educates students, staff, and faculty about sustainable lifestyle practices. Our dynamic team of staff, students, and AmeriCorps members work to reduce waste, increase environmental practices, and engage the UT community in sustainability.

### **Position Summary:**

The role of the VISTA member is to increase the supply of wholesome, nutritious food to the economically marginalized and disadvantaged populations of Knoxville. They will accomplish this goal by increasing the sustainability of the campus garden, facilitating the regular donation of garden-grown produce, and by recovering and donating wholesome food from campus events and restaurants. Additionally, the VISTA will close waste loops on campus by diverting useable goods from the landfill to individuals and communities that can use them.

This position will provide the member with an opportunity to develop and execute procedures for public outreach and communication, increase aptitude in strategic planning and steps for implementation, and gain experience in redefining the waste stream.

**Minimum Qualifications:**

Passion for sustainability and conservation of natural resources  
Effective communication and writing skills  
Proficient at volunteer coordination  
Proficiency with Microsoft Office  
Ability to work with diverse population  
Bachelor's degree preferred

**Member Benefits Include:**

- A modest living allowance of \$12,277.72, or, \$472.22 bi-weekly (pre-tax), paid over 52 weeks
- Choice of an Education Award of \$6,095, that can be applied to student loans and/or future education expenses, or an End-of-Service Cash Stipend of \$1,800
- A one year End-of-Service Non-Competitive Eligibility for employment in the federal government.
- Healthcare benefits
- Child Care Reimbursement
- May be eligible for Supplemental Nutrition Assistance Program (SNAP). In-house SNAP benefits specialist available to provide assistance in determining eligibility
- May be eligible for utility bill assistance. In house specialists are available to provide assistance with determining eligibility
- Staff assistance with identifying housing. Housing, inclusive of utilities, is generally between \$300-\$450 in a shared house/apartment scenario
- Professional development and networking opportunities
- Click [HERE](#) to see full list of AmeriCorps VISTA benefits

**Equity and Inclusion:**

The Knoxville-Knox County Community Action Committee (CAC) is an Equal Opportunity Employer and will take action to ensure that employees are treated equally without regard to race, color, national origin, sex, age, handicap, cultural or religious convictions. CAC AmeriCorps provides reasonable accommodations to applicants and employees. Applicants with disabilities may request reasonable accommodation at any point in the employment process.



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