**CATHOLIC SOCIAL SERVICES - VOLUNTEER JOB DESCRIPTION**

**TITLE:** Thursday Market Day Support

**PROGRAM:** Refugee Assistance & Immigration Services

**LOCATION:** Grow North Farm - 3601 Mountain View Dr

**STATUS:** July-October. Every Thursday 3:30PM-7:30PM (Weekly)

**UPDATED:** 04/2023

**Job Summary:**  Grow North Farm sells vegetable boxes in full season subscriptions and weekly orders throughout the summer. Produce is grown at Grow North Farm and Fresh International Gardens. We rely on volunteer support to help us harvest vegetables and pack boxes for these distribution days.**This position will focus on helping staff pack and distribute boxes during the 4p-7p pickup time.** Volunteers will be asked to commit to one shift per week.

**Responsibilities may include:**

1. Harvesting, washing, preparing vegetables
2. Pack vegetables and assist farm staff in distributing to customers
3. General farm chores

**Time Commitment:**

We ask that volunteers commit to a minimum of 2 months of volunteer service.

**Competencies:** Must be able to maintain program/guest/agency confidentiality and treat everyone with dignity and respect. Must be patient and courteous. Must be comfortable working in an outdoor environment under the elements. Must be comfortable communicating with diverse groups of people. Must feel confident working in a flexible environment without direct supervision. Must abide by COVID-19 protocols while on the farm.

**Skills:** Any non-English language competency, experience with growing vegetables, small business practices. All skills are not necessary, but preferred.

**Physical Requirements:** Ability to lift 50 pounds. Ability to work in a variety of inclement weather conditions.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities as needed.

**Volunteer Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_

**Volunteer Coordinator Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_