



**POSITION:** Program Pilot Coordinator, Food Rescue

**POSITION SUMMARY:** Each year, the food service industry generates 32 billion pounds of food waste. Second Harvest Heartland has utilized MealConnect since December 2017 to successfully engage a wide variety of donors including caterers, restaurants, bakeries, corporate cafeterias and special event centers while simultaneously building a network of agency partners to collect and utilize these valuable donations. Although demand to engage in this new product stream is high, a recurrent barrier for smaller meal program partners is a lack of staff, time, and transportation resources to respond to the opportunities. SHH is participating in a pilot through Feeding America called the Middle Mile Delivery Solution. The goal for this pilot is to test a Food Bank Volunteer Corps delivery model in the Twin Cities metro area in order to overcome the transportation barrier. The Food Rescue Middle Mile Pilot Intern will play a critical role in the success of this pilot.

**DUTIES:**

- Assist the Emerging Streams Developer in execution of pilot goals
- Develop and execute volunteer training, process and procedures
- Assist in creating evaluation surveys
- Collect quotes, testimonials and photos from donors, agencies and volunteers for marketing and social media purposes
- Create a pilot summary and business recommendations at the completion of internship

**LEARNING OBJECTIVES:**

- Basic knowledge of the emergency food system
- Insights into the hospitality industry and food waste challenges
- Development of sales and solicitation skills
- Experience implementing a social media strategy
- Hands-on experience developing and evaluating a pilot program

**MINIMUM REQUIREMENTS:**

- Valid driver's license and access to a vehicle
- 2 years of post-secondary higher education working toward a degree in Communications, Marketing, Environmental Studies, Hospitality, Culinary Arts, Sustainability, or related area
- Self-starter
- Knowledge of or interest in non-profit organizations
- Sales, customer service or skills of influence
- Project management experience
- Strong verbal and written communication skills

**TIME REQUIREMENTS AND SCHEDULE:**

- **Total time requirement:** 15-20 hours/week for 18-20 weeks
- **Project dates:** January 7, 2019 (some flexibility on start date) - May 31, 2019
- **Days of the week:** flexible, must include Monday - Friday
- **Time of the day:** flexible, must be available some of the time between 8am and 4:30pm
- **Work site:** home office and SHH East (Maplewood), with some time spent in the community with donor and agency partners

**HOW TO APPLY:** Please submit cover letter and resume to [Internships@2harvest.org](mailto:Internships@2harvest.org)