

## **Volunteer Application - USC's Food Support Services: 2018-2019 Academic Year**

Thank you for your interest in volunteering for USC's Food Support Services (FSS)!

Our volunteers are an incredibly important part of FSS, and without them, we would not be able to achieve what we have. Volunteers help the FSS Coordinator with managing the food bank's opening hours, managing and filling food hamper requests, developing new ideas and initiatives to raise awareness for issues of food insecurity, food stability, and hunger, and assisting with the implementation and execution of events.

If you have any questions or concerns, please send an email to Selina Phan at [foodsupport@westernusc.ca](mailto:foodsupport@westernusc.ca).

### **Available Positions & Role Descriptions**

#### Logistics & Events Director (1)

- Responsibilities
  - Assist with managing FSS events such as the Food for Thought Gala, De-Stress Events, and Food Drives
  - Develop and implement new initiatives related to food security, food stability, and hunger reduction
  - Assist the FSS Coordinator with managing inventory and donations from external events (i.e. food drives)
  - Helps with scheduling volunteers for office hours
- Expected Commitment
  - 3-5 hours / week
    - 2 hours/week managing the food bank + 3 hours/week of committee responsibilities (can work on committee responsibilities during food bank hours if there are no hamper requests or visitors in the food bank)

#### Marketing & Outreach Director (1)

- Responsibilities
  - Develop a comprehensive, yearly strategy for FSS' social media and communication channels (e.g., Facebook, Twitter, FSS microsite)
  - Manage the FSS' social media platforms and communication channels to increase awareness of and engagement with FSS' services and events, as well as food-related issues on campus and in the community
  - Assist the FSS Coordinator with developing new educational and outreach initiatives with the university, student organizations, and the City of London
- Expected Commitment
  - 3-5 hours / week

- 2 hours/week managing the food bank + 3 hours/week of committee responsibilities (can work on committee responsibilities during food bank hours if there are no hamper requests or visitors in the food bank)

### Volunteer Coordinator (1)

- Responsibilities
  - Organize and coordinate the volunteers to fill food hamper requests, scheduling office hours for the food bank, and scheduling volunteers for events
  - Responsible for organizing volunteer appreciation events
  - Previous experience volunteering with Food Support Services or the USC is preferred, but not necessary
- Expected Commitment
  - 3-5 hours / week
    - 2 hours/week managing the food bank + 3 hours/week of committee responsibilities (can work on committee responsibilities during food bank hours if there are no hamper requests or visitors in the food bank)

### Volunteers (10-12)

- Responsibilities
  - Manage the food bank for a minimum of 2 hours/week (hampers / office hours), which includes filling hampers and overseeing the food bank
  - Assist with managing events and initiatives
- Expected Commitment
  - 1-2 hours / week managing the food bank