

The Local Foods and Wellness Education Program at High Rocks teaches people how to think about healthy food choices, and how to grow their own vegetables.

Health and Wellness

- Assist with maintenance of food production demonstration plots
- Assist with menu planning and produce distribution and preparation to increase the amount of vegetables served for program meals and snacks
- Strive to increase participant knowledge and positive attitudes about healthy food, nutrition, gardening and food purchase and preparation practices.
- Assist with coordinating educational programs including planning, advertising, recruiting, coordinating, logistics and hosting
- Facilitate food literacy and nutrition education activities
- Provide physical activities for youth to become more fit
- Deliver educational programming on environmental stewardship and environmentally conscious practices
- Distribute educational materials and be available to discuss with constituents
- Recycling and composting

Self-advocacy/Leadership

- Strive to increase participants' self-advocacy, self-efficacy, and leadership including self-confidence, motivation, idea creation/implementation, leadership skills, and increased educational and career aspirations.
- Assist with coordinating service-learning opportunities
- Clear or remove invasive species or plant native plants on non-profit owned land
- Build or improve trails on non-profit owned land

Training

- Participate in required High Rocks trainings
- Participate in meetings with your supervisor and other planning meetings relevant to your service activities
- Participate in any events required by Volunteer West Virginia including Swearing In, Mountain State Leader Training in full or Disaster Service Training, and 3 community service activities.
- Participate in professional development trainings such as Conflict Resolution, Goal-setting and Time Management, Group Facilitation to promote an atmosphere of acceptance where everyone feels heard

Attitude, General Responsibilities and Program Leadership

- Contribute as a team player to programming events and projects developed by High Rocks staff, fellow AmeriCorps members, and community volunteers
- Strive to create an environment of learning and inspiration and contribute to positive organizational culture and attitudes.
- Use your skills to help our programs better serve more people
- Respect the confidentiality of the work High Rocks does and the communities it serves.
- Be a positive representative of the organization in the community
- Collaboratively contribute to program calendar and task management systems
- Contribute writing and photography for blog, website, newspaper and radio PSAs and other media.
- Monthly reports and program and participant evaluations
- Accurate record keeping and data collection and entry into your site's data compilation system

Education/Engagement in Learning

- Maintain Program Attendance Logs and have new participants fill out contact cards and surveys

- Serve as a mentor to constituents, and build relationships with all participants; challenge yourself to find opportunities to interact with each one.
- Assist with implementation of your host site's recruitment and program delivery plan, including contacting students by phone and social media, presenting to teams, youth groups, other youth programs, create and distribute flyers, assist with transportation plans
- Deliver innovative and inspiring programming based on High Rocks curriculum methods or provide support to make educational programs possible

Community Capacity Building/Volunteerism/Community Engagement

- Strive to increase volunteer recruitment, retention, and satisfaction rates
- Assist with implementation of your host site's volunteer recruitment plan, including providing information about volunteer opportunities and volunteer position descriptions to individuals, groups, organizations and the general public
- Assist with implementation of your host site's volunteer management plan, including training, direct activity coordination, and hosting groups of volunteers from community organizations
- Contact individuals and groups whose applications to volunteer with the organization have been accepted to notify them of upcoming opportunities for which they are qualified and signing them up if they are interested and available
- Maintain Volunteer Activity Logs and have prospective volunteers fill out applications and waivers
- Employ a variety of practices to engage effectively with volunteers – communicate opportunities and the outcomes that will be achieved by volunteerism
- Build relationships with ongoing volunteers to encourage communication and provide increased opportunities for volunteer appreciation, and encourage volunteers to develop relationships with constituents
- Assist with implementation of your host site's volunteer retention and recognition plan, including writing thank you letters, presenting gifts, coordinating volunteer celebration events, contributing to day-to-day organizational culture of appreciation and recognition of volunteer contributions
- Make connections with individuals and volunteers in the community for program outreach and program enhancement
- Assist with Disaster Services or implementation of emergency plans in the event of disaster response
- Community Outreach

Fundraising

- Fundraising activities are limited to those directly related to educational, volunteer, and non-profit farm development projects that the member serves with directly, and can account for no more than 10% of their total time.

Unallowable activities:

- Members cannot provide a direct or indirect benefit to for-profit farms, for-profit farmers, or other for-profit businesses and their staff.