

FoodRight, Inc. is a Milwaukee-based non-profit that empowers youth and families to choose foods that sustain life-long health through gardening, food system and culinary nutrition education. We partner with schools and organizations throughout Milwaukee to teach school-aged youth, parents, teachers and volunteers to grow, cook and appreciate healthy plant-based foods.

POSITION TITLE:

Community Engagement
Assistant (CEA)

REPORTS TO:

Community Relations Manager (CRM),
Communications Specialist (CS)

OVERVIEW:

The Communications Assistant plays a key role in supporting and strengthening FoodRight's connections and engagement within the community - both in person and virtually, through social media and our website. The Communications Assistant creates social media content under the supervision of the CRM/CS and in accordance with marketing plan that builds upon the FoodRight brand in order to increase awareness and relevancy of our programs and aid in fund development. The CEA assists in volunteer program development and supports the work of the CRM/CS to increase the involvement of parents and community members in culinary nutrition education initiatives. The CEA supports program development and implementation in various ways including but not limited to promotion on social media, in person classroom interaction, attending and participating in community events aimed at increasing community engagement and implementing PSE initiatives. Primary duties include the following:

RESPONSIBILITIES

- Assist with social media and website development and maintenance
- Support the development of strategies and efforts to increase engagement via social media and the FoodRight website
- Work with the CRM to increase participation in our virtual culinary education
- Assist with the development and implementation of our healthy school environment initiatives
- Assist with recruiting and managing volunteers
- Assist in planning and implementation of events geared at fundraising, increasing engagement, and team building
- Support the development of virtual nutrition education curricula, including recipes, videos, and photography
- Assist with virtual and in-person nutrition education classes

REQUIREMENTS

- Must be participant in UWM CLIP program
- Interest in nutrition and food equity work
- Demonstrates a team-player mentality with problem-solving, planning, and organizational skills
- Some knowledge of website development, video editing, social media marketing strategies (preferred)
- Excellent communication skills, both verbal and written
- Must have reliable/timely transportation to multiple locations throughout working hours
- Must have own computer
- Must pass background check in order to work directly with MPS students

SCHEDULE:

15 to 25 hours per week between the hours of 7 am and 4:30 pm. Must be able to work at least one, 8 hour shift per week

Possible opportunity to extend employment beyond CLIP program

HOURLY WAGE:

\$15

SKILLS AND EXPERIENCE GAINED FROM THIS POSITION

Critical and creative thinking skills

- Student employee will be able to adapt and apply skills, abilities, theories, or methodologies gained in one situation to new situations to solve problems or explore complex issues in original ways.

Effective Communication Skills

- Student will be able to meaningfully articulate how experiences outside of the classroom deepen their understanding of fields of study and broaden their point of view as well as strengthen their connection to the community

Individual, Social, and Environmental Responsibility

- Student employee will engage in social media for social good
- Student employee will be able to provide evidence in civic-engagement activities and describe what they have learned about themselves as it relates to a reinforced and clarified sense of civic identity and continued commitment to public action.

Knowledge of Food Systems and Health

- Student employee will learn about food systems, food equity, health and wellness, non-profit health programs