

## Cooking Matters Volunteer Coordinator / Grant Writer at Indy Hunger Network

Cooking Matters helps end hunger through classes that teach low-income adults and kids cooking skills, recipes, and nutrition. Help us expand by writing grants and building a volunteer program!

- Term of service: June 10, 2018 – June 9, 2020
- To apply: <https://my.americorps.gov/mp/listing/viewListing.do?id=85794&fromSearch=true>
- For more information: Mary Hayes, VISTA Coordinator, Indy Hunger Network / [mary@indyhunger.org](mailto:mary@indyhunger.org)

### Service Description

As the Cooking Matters VISTA, you will help build capacity for the program by developing a volunteer program, writing grants, and working as a team to scale up the program. This is a project of Indy Hunger Network (IHN), a coalition of hunger relief agencies working to ensure that anyone who is hungry can get the food they need.

We are looking for individuals who are passionate about hunger relief, enjoy cooking, believe in the power of hands-on learning to change lives, possess exceptional attention to detail, and demonstrate compassion and empathy with people from all walks of life.

You will have the opportunity to grow as a professional, including working in a traditional office environment, serving as a project lead, and networking both within Gleaners Food Bank and the greater hunger-relief community. The opportunity to witness lives changing while at the same time being able to document those changes quantitatively is a unique and particularly valuable aspect of this professional experience. The position also offers:

- Camaraderie with 7 other VISTAs working under the Indy Hunger Network umbrella
- Team engagement activities, including bi-weekly meetings to discuss projects, socialize, and hear from guest presenters
- Mentoring, one-on-one coaching, and professional development trainings
- Assistance preparing for life after VISTA (resume review, interview prep, etc.)
- Opportunities to work with leaders in the hunger relief space, including current and retired corporate executives and non-profit agency heads
- Opportunities to work independently and lead on projects

This position is housed at Gleaners Food Bank on the southwest side of Indianapolis; however, some travel is required. You will co-work with 2 other VISTAs + 3 IHN staff members. Indianapolis is easy to navigate, has a growing restaurant/craft brew/coffee scene, and lots of places to play and recreate!

### Member Duties

To build capacity for Indy Hunger Network's Cooking Matters cooking education classes, you will:

- Develop a volunteer program focusing on recruitment, retention, and recognition
- Recruit and train volunteers
- Recruit new host sites for classes
- Work as a team to develop and implement a plan for full-scale implementation of the program
- Assist with identifying/securing grants and corporate sponsorships

- Evaluate the success of Cooking Matters by managing class survey data and preparing periodic reports for IHN staff
- Work closely with the Cooking Matters Program Manager and partner organizations, including the Marion County Health Dept, YMCA, and community centers.

Indy Hunger Network (IHN) regards VISTA members as a cohort moving through a transformational year-long experience. To help you maximize this experience, IHN employs a VISTA coordinator to provide mentoring and professional development to our VISTAs. See our benefits in the Service Description!