

## Indy Hunger Network Development and Communications Coordinator VISTA 2023-2024

Are you passionate about fighting hunger? Help Indy Hunger Network raise awareness of food insecurity and raise funds for programs and projects in Indianapolis.

- Term of service: June 5, 2023 – June 4, 2024
- To apply: <https://my.americorps.gov/mp/listing/viewListing.do?fromSearch=true&id=116393>
- For more information: Caleb Kulinski, Director of Advocacy & Partner Engagement, Indy Hunger Network, [caleb@indyhunger.org](mailto:caleb@indyhunger.org)

### Service Description:

Indy Hunger Network (IHN) is a coalition of hunger relief agencies working to ensure that anyone who is hungry can get the food they need. In this role, you will help us expand our social media presence and public outreach efforts by planning and drafting communications materials. You will use analytics to help reevaluate IHN's social media plan. You will also assist in drafting grant proposals, donor appeals, and quarterly newsletters to increase fundraising efforts.

You will have the opportunity to grow as a professional, including working in a traditional office environment, and network both within IHN and the greater hunger-relief community. This position will also provide excellent hands-on experience for anyone pursuing a career in nonprofit projects, development, or communications. We are looking for someone who is passionate about hunger, has previous writing experience, is detail-oriented, highly self-motivated, and can work independently.

The position also offers:

- Camaraderie with several other VISTAs serving 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
- Opportunities to work independently and lead on projects

The position is housed at Gleaners Food Bank on the southwest side of Indianapolis and will involve some travel. Your colleagues will be 3 other VISTAs + 8 IHN staff members. Indianapolis is easy to navigate, has a growing indie restaurant/craft beer/coffee scene, and lots of places to play and recreate!

### Member Duties:

The Development and Communications Coordinator VISTA will:

- Assist in the writing of grant proposals, donor appeals, and newsletters
- Work as a team member in the planning and writing of social media posts
- Collect social media analytics to evaluate success of public outreach
- Assist in the planning and hosting of community outreach events

During your VISTA term, you will be one of several VISTA members serving under the umbrella of the Indy Hunger Network (IHN). IHN regards its VISTA members as a cohort moving through a transformational year-long experience. To help you maximize this experience, we employ a full-time staff member to provide mentoring and professional development to the VISTA.