

Description of organization

Dig Deep Farms (DDF) is working on improving health and well-being for the residents of Ashland and Cherryland by creating jobs and making fresh food accessible to residents. As a branch of the Alameda County Deputy Sheriff's Activities League (DSAL), they work with the County-based organization "All In" as a part of their mission to support a circular food economy in the Bay Area. Located in San Leandro, they have three urban farm locations and recently acquired another 10 acre plot for farming in Union City. Due to the pandemic pulling DSAL's time and resources away from the farm, they are in need of a robust volunteer recruitment effort for the farms in order to support the food needs in the community.

Internship description:

We are looking for volunteer coordinators that are passionate about food accessibility and/or developing community power in food security. Volunteer coordinators will work remotely with other volunteer coordinators to recruit volunteers and support Dig Deep Farms in designing a robust, long-term volunteer program. The internship lasts 6 months from March 2021-August 2021. *Hours can be flexible.*

Responsibilities:

- Recruit volunteers for either (1) physical labor on the farm, (2) technical assistance with curriculum design, or (3) construction (ex: farm fencing, hot house) .
 - Recruitment involves designing outreach material, contacting local schools and organizations, etc.
- Support Dig Deep Farms' volunteer coordinator with
 - Interviewing volunteers
 - Scheduling and tracking volunteer hours
 - Supporting volunteers (ex: match volunteers with interest, answer questions by email or phone, keeping morale up, etc)
 - Informing volunteers about compliance with COVID guidelines
 - Developing strategies to sustain the volunteer program (ex: volunteer and volunteer coordinator recruiter retention, etc)

Required Skills:

- Strong verbal and written communication skills
- Experience working in teams
- Ability to work independently
- Organizational skills and attention to detail
- Basic ability to manage Sign-up Genius
- Flexible and adaptable
- Ability to enforce COVID-19 regulations

Optional but desired skills/experience:

- Past volunteer recruitment, management, or leadership experience
- Urban agriculture/gardening knowledge
- Experience with graphic design (ex: Canva)
- Networks with people experienced in urban agriculture, design and building, construction, computer science.