



**Job Title:** LocalShare Driver

**Date Posted:** April 2, 2024

**Job Summary:**

The Foodshed Alliance's LocalShare Program gleans and collects fresh produce from farms and delivers to 75+ hunger relief organizations. Volunteers from all backgrounds help harvest surplus food at farm gleaning events and the food is then distributed to hunger relief partner programs and at free produce markets in locations throughout northwest New Jersey.

The driver assists with organization and execution of distribution activities under the direction of the Food Access/Gleaning Coordinator to insure the collection and delivery of fresh produce to support the organization's food access mission and goals.

**Reports To:** Food Access Director

**Status:** Hourly, June – December, 20-30 hours a week. Weekends on occasion: 3-6 hours.

Exempt position.

**Compensation:** \$20 per hour

**To apply:** Please email resume and cover letter to Christine Parauda at [Christine@foodshedalliance.org](mailto:Christine@foodshedalliance.org) (preferred) or mail to Foodshed Alliance, P.O. Box 53, Hope, NJ 07844.

**Job Responsibilities:**

- Communicates effectively with delivery partners, farmers, and LocalShare staff. Responsible for communicating effectively with those involved at pick up and delivery locations.
- Assists in coordination, organization and execution of distribution activities including product labeling and record keeping.
- Carries out delivery of products. Load products into vehicles and communicate effectively with delivery sites. Obtains signed receipts. Communicates challenges, concerns, or feedback to supervisor promptly.
- Ensures that harvest, post-harvest handling, storage and distribution activities maintain the best practices of food safety and quality control to ensure only fresh, wholesome food gets donated to our recipients.
- Tracks, records and assists in maintaining farm donations and delivery data.

- Attends staff meetings as requested by Gleaning Coordinator or Program Director.
- Vehicle and supply maintenance. Monitor and communicate problems with vehicles, equipment and supplies.
- Drives lawfully and carefully at all times.
- Keeps vehicles clean and well organized at all times. Truck cabins and beds and/or inside van bodies are cleaned and restocked on Fridays/Saturdays following deliveries.
- Acts as an ambassador of the Foodshed Alliance and treats all parties with dignity and respect to maintain a community of openness and inclusivity.
- Performs other duties as assigned. At all times a “pitch-in” spirit is expected. Assistance on special projects may be required in addition to normal duties.

**Required Skills:/Abilities:**

- Excellent interpersonal skills and the ability to engage with various types of volunteers and volunteer groups.
- Detail oriented with excellent record keeping, planning and time management skills and the ability to execute action items identified in meetings.
- Good humor, the ability to think on your feet, and an easy but focused work style.
- Driver’s license, good driving record, reliable vehicle and ability to drive pickup truck and cargo van and to collect and deliver produce.
- Personal alignment and commitment to the mission of the organization.
- Flexibility with hours and scheduling which involves some evenings and weekends. Ability to attend weekly and monthly meetings as scheduled within the LocalShare program.

**Physical Requirements:**

- This position is physically demanding and requires the ability to lift 50+ lbs.
- Must be agreeable to work outside in all New Jersey weather conditions including hot and humid summer days and wet and cold autumn conditions.

This position requires interaction with many different stakeholders. As an ambassador for the Foodshed Alliance, team members are expected to treat all parties with dignity and respect to maintain a community of openness and inclusivity. The Foodshed Alliance is a program of a small nonprofit; at all times, a “pitch-in” spirit is expected. Assistance on special projects may be required in addition to normal duties.

Foodshed Alliance is an equal employment opportunity employer. We seek a broad and diverse pool of candidates and strongly believe that our organization benefits from the perspectives and talents of a diverse staff.