

**Retriever Essentials**

University of Maryland, Baltimore County
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Apply to be an Ambassador on the Retriever Essentials Student Leadership Board!

Position Type: 096 Community Service and Learning Practicum,
Part time

Vacancies: 4

Timeline: Sept 1, 2019 – Sept 1, 2020*

(*tentative dates, summer and winter availability strongly preferred)

Ambassadors will join the Retriever Essentials Student Leadership Board, serve and lead Retriever Essentials programming and outreach efforts and will be supervised by UMBC's Campus Compact Mid-Atlantic (CCMA) AmeriCorps VISTA and the CCMA AmeriCorps VISTA Supervisor or Service Learning & Community Engagement Staff out of the Shriver Center. The main roles of the Ambassadors on the Retriever Essentials Student Leadership Board are to assist the CCMA AmeriCorps VISTA in daily pantry operations as well as support the CCMA AmeriCorps VISTA in outreach and programming efforts suggested by the Retriever Essentials Advisory Board. In addition, they aide in bridging relationships between Retriever Essentials and the broader campus community.

The main role of this position is to create and sustain connections between Retriever Essentials and the broader student body and campus community. The Retriever Essentials Student Leadership Board contributes to the vision of Retriever Essentials by promoting Retriever Essentials events, engaging the UMBC community, and fulfilling essential pantry-operation tasks including collecting and inventorying donations, and packing and delivering food bags. Ambassadors can also assist with the design and facilitations of workshops addressing the stigma of food insecurity, community dinners, food drives, and other engaging outreach events. This means that it is essential for all Ambassadors to demonstrate strong leadership skills, to be team-oriented, and to be willing to contribute to the vision of the Retriever Essentials Advisory Board.



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Responsibilities

The primary roles of the Ambassadors serving on the Retriever Essentials Student Leadership Board are *social media and marketing*, *event coordination*, and *outreach*, all of which will increase awareness of Retriever Essentials across campus and its operational capacity in serving students in need on a yearly basis.

General Responsibilities

- Enroll in the 096 Community Service & Learning Practicum through the Shriver Center. The CCMA AmeriCorps VISTA will serve as your primary supervisor.
- Serve 2-3 hours per week leading pantry operations. As a group, you will collect and inventory donations, and pack and deliver bags to Food Zones around campus who need their stocks replenished.
- Dedicate at least 1 additional hour on weekly tasks assigned by the CCMA AmeriCorps VISTA or Retriever Essentials Advisory Board
- Attend Retriever Essentials Student Leadership Board biweekly meetings led by the CCMA AmeriCorps VISTA [held during free hour on Wednesdays], and monthly one-on-one check-ins with the supervisor [scheduled around your availability.]

Specific duties for each of the primary Ambassador roles are contingent upon many factors and will be influenced by the vision and goals of both the Retriever Essentials Advisory Board and Student Leadership Board. More detailed tasks for social media and marketing, event coordination, and outreach will be shared during the interview process. If you feel you need more information on assigned duties prior to the interview, please email retrieveressentials@umbc.edu.



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Minimum Qualifications

- Must possess a proficient level of understanding of food insecurity on college campuses.
- Must have an open mindset and be willing to challenge oneself to further promote Retriever Essentials' mission in eradicating food insecurity at UMBC.
- Must be willing to become, if not already, well-connected with students, faculty, staff, alumni, and other campus resources.
- Must exhibit good written and verbal communication skills.
- Must take initiative and have proactive work habits.
- Must have and maintain a cumulative GPA of 2.5
- Must be willing to serve in the fall and spring semesters for at least 4 hours per week
- Must be able to commit to a minimum of a full academic year
- Must be able to enroll and fulfill all the requirements of PRAC096 offered through The Shriver Center each semester.
- Must attend Fall Ambassador training (date: TBD)
- Attend Winter Ambassador training (in January 2020)

Preferred Qualifications

- Must be committed to service learning and demonstrate strong leadership skills
- Have the basic working knowledge of myUMBC, Gmail, Google Drive, Facebook, Instagram, and Google Calendar
- Have summer and winter availability
- Experience working with food insecure populations
- Be able to identify some ways service learning and community engagement enhances the UMBC community, and the mission of Retriever Essentials
- Demonstrate commitment to building mutual understanding, respect, and civility among all people regardless of background
- Be flexible with schedule depending on relevant programs, events, and/or student professional development opportunities
- Have a passion for tackling food insecurity in the UMBC community

To apply to be an Ambassador for the Retriever Essentials Student Leadership Board, please send your resume and a 200-word personal statement stating your interest to retrieveressentials@umbc.edu by midnight on Sept 9th, 2019, Monday.