

INTRODUCTION

Supporting the operations on site for food access programs in the Lubbock community. That will include data entry and working in various outdoor conditions.

Lubbock Downtown Farmers' Market is seeking two volunteers to work on-site at the Lubbock Downtown Farmers' Market's food access booth. Said volunteers will have the opportunity to engage with their local community and farmers market vendors while assisting in making nutritious foods available for all community members via Food Access programming, including the SFC Double Up Food Bucks (DUFB), SNAP, and FMNP/WIC Voucher programs. Volunteers can learn community service and communication skills while operating in a vibrant and welcoming environment, located in the Lubbock Arts District.

Available to work on Saturday mornings from 8:00 am - 1:30 pm is required.

Requirements and Qualifications

- Regular and reliable availability on Saturdays
- Strong customer service skills and desire to work within diverse communities.
- Reliable transportation on Saturdays.
- 18+ years of age
- Bilingual and bi-literate (English/Spanish) preferred.
- Able to interact with vendors and customers in a positive and professional manner.
- Adaptability to a fast-paced environment while conducting transactions and communications as efficiently as possible.
- Able to instruct and guide program clients and program market vendors on how to make eligible purchases using their respective food access programs.

Volunteer Duties

- Distribute Farmers Market Nutrition Program (WIC/FMNP) benefits, which can be redeemed for eligible fruits and vegetables.
- Assist (WIC) clients, reviewing WIC client's proof of eligibility.
- Record distribution of FMNP vouchers to WIC clients in the FMNP Issuance log.
- Inform clients on how to use FMNP vouchers at farmers' markets.
- Distribute SNAP (EBT) Market Currency & Double Up Food Bucks to SNAP clients, which can be redeemed for locally sourced SNAP eligible products and locally grown fruits and vegetables.
- Review and transact the requested number of benefits from SNAP client's account.
- Distribute SNAP Scrip and Double Up Dollar amounts (up to \$30 per visit for Double Up Dollars).
- Record distribution of SNAP & DUFB market currency to clients in the SNAP & DUFB log.
- Inform clients on how to use SNAP and DUFB market currency at farmers' markets.