

The University of Manitoba Food Bank is a joint initiative between Student Affairs and the University of Manitoba Students' Union (UMSU). The UMFB is a supplementary assistance program, committed to providing quality food for students who are under financial distress.

Responsibilities:

The Coordinator assists the Financial Aid and Awards Office with all operations of the Food Bank.

Duties include, but are not limited to:

- recruitment/scheduling/training of volunteers
- collecting and summarizing monthly data from student usage
- developing, implementing, and enforcing policies
- hold the start of term volunteer orientation session
- coordinate and execute fundraising activities
- coordinating donations from various departments and/or faculties
- ensuring the food bank is stocked at all times
- track and validate volunteer hours for Co-Curricular Record
- upkeep the social media pages of the food bank
- conduct research on best practices of food banks across Canada

Qualifications:

Must be a full-time student (minimum 9 credit hours per term), in the fall/winter terms at the University of Manitoba for the 2024/25 academic year.

Enrolled in any undergraduate program of study.

Involvement with food banks or other volunteering experiences is preferred.

Experience organizing & coordinating events is preferred.

Excellent written & verbal skills.

Must have intermediate or advanced Excel proficiency.

Recent volunteer experience with the Food Bank will be considered.

Not graduating before May 2026.

Position Details:

January 2, 2025 – August 31, 2025

\$20.00 per hour (plus 6% vacation pay)

15- 20 hours weekly in-person

Required: 2-week paid training in November 2024 with the current Foodbank Coordinator

For information on how to apply, please log in to: umconnect.umanitoba.ca

Position Title: UM Food Bank Coordinator

Job Posting ID: 74359

Deadline to apply October 31st, 2024.