

The Kansas Food Bank is seeking SNAP Outreach Telephone Volunteers.

Are you passionate about alleviating hunger and poverty in your community? Are you interested in food security, nutrition, and community development? Then the Kansas Food Bank wants your help! We are looking for enthusiastic volunteers that will work directly with the community to increase participation in SNAP food benefits (*formerly food stamps*).

SNAP benefits serve the community by significantly reducing hunger and poverty, while boosting local economic activity. Your work will significantly contribute to increasing our reach in the community. This volunteer position will provide you with a unique service learning experience.

**Key Tasks and Responsibilities; including but not limited to:**

- Become a knowledgeable resource on the SNAP program
- Help applicants understand the program and the application process
- Assist applicants over the phone with the application and ensure its completion
- Submit each application online to the Kansas Department of Children and Families
- Participate in SNAP team meetings and provide feedback to help the team increase community impact

**Qualifications:**

- A passion for hunger alleviation and community development
- Strong written and verbal communication skills
- Proficiency in MS Office-like applications, email and attachments
- Good judgment when handling sensitive and/or confidential materials
- Time management skills/ability to juggle multiple responsibilities
- Spanish speaking is a plus

**Personal Qualities:**

- Positive and energetic
- People person who enjoys connecting with others
- Friendly, courteous customer service skills
- Able to maintain a positive attitude and diplomatic demeanor while working with diverse individuals
- Flexible and adaptable to change
- Ability to work independently and collaboratively
- Commitment to the Food Bank's mission of No Kansan Should Be Hungry

**Physical Demands/Work Environment:** This position works in a typical office setting. There may be extended periods of sitting, standing and/or bending; listening, talking and/or visual concentration; writing and/or computer use. This position would normally have routine opportunities to alter physical position or change eye focus. Lifting should not normally exceed 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Time Commitment:** Will vary according to your schedule, but we prefer individuals who are able to commit to the same time block(s) on a weekly basis (*for example, M,W,F afternoons from 1-4, etc.*). Length of commitment is flexible as the program is ongoing, but should be no less than 3 months / 1 semester.

**How to Apply:**

Contact Debi Kreutzman by email at: [debikreutzman@kansasfoodbank.org](mailto:debikreutzman@kansasfoodbank.org) or by calling 316-265-FOOD

This Position is Unpaid.

Kansas Food Bank is an Equal Opportunity Employer