

AMERICORPS MEMBER POSITION DESCRIPTION



HYDROPONIC FARM VOLUNTEER ENGAGEMENT AND HOSPITALITY LEAD

Member Name: TBD
Program Name: Iowa Community Corps
Host Site: WesleyLife Meals on Wheels
Service Location: Des Moines, IA

Start Date: 9/25/2026
End Date: 6/17/2027
Member Term: Three Quarter Time
Living Allowance amt: \$16,000

Position Summary: The Iowa Community Corps AmeriCorps program is a statewide effort to strengthen communities through increased access to resources to support health and wellbeing. AmeriCorps members serve directly with local organizations to expand their ability to reach and support the people they serve, while gaining professional training to launch or grow a career in community health.

At WesleyLife Meals on Wheels, you'll join a mission-driven team improving access to fresh, nutritious food for older adults and vulnerable community members. The organization's hydroponic farm grows produce year-round, but its impact depends on a strong, engaged community of volunteers. As the Hydroponic Farm Volunteer Engagement & Hospitality Lead AmeriCorps Member, you'll build a welcoming and educational volunteer experience for youth, corporate groups, and community members. You'll help orient volunteers, lead hands-on farm activities, and develop systems that improve consistency, communication, and mission connection. Through this work—and as part of the Youth Mental Health Corps—you'll also highlight the mental health benefits of volunteering and expand opportunities for youth involvement.

Schedule: Member will serve approximately 35 hours per week, between Monday through Saturday, between 8am-5pm. Member will not serve more than five consecutive days a week.

AmeriCorps Member Activities

Training & Onboarding

- Learn WesleyLife's mission, programs, and supportive service offerings
- Gain a clear understanding of hydroponic farm operations
- Shadow and serve alongside staff and volunteers to learn program operations and roles

Youth Volunteer Engagement & Outreach

- Develop an outreach strategy to connect youth groups with volunteer opportunities
- Create materials that highlight mental health and wellness benefits of volunteering
- Recruit youth groups and individual youth volunteers for ongoing farm support

Enhance Volunteer Orientation & Group Experiences

- Lead group orientations that warmly connect volunteers to WesleyLife's mission and impact
- Provide hands-on training for hydroponic farm tasks and volunteer activities
- Develop clear, standardized orientation materials, guides, and visual supports
- Create systems that ensure consistent, high-quality volunteer experiences across groups
- Expand volunteer opportunities for student groups, including weekend options

Improve Volunteer Coordination & Tracking Systems

- Track and report youth, corporate, and community volunteer participation
- Build and strengthen relationships with youth groups, community organizations, and corporate partners

- Conduct volunteer feedback surveys and help identify opportunities to improve scheduling, communication, and coordination
- Develop strategies to increase repeat volunteer engagement, including school partnerships
- Support outreach activities such as tabling and community engagement to grow the volunteer base

Desired Skills/Qualifications:

- Ability to lift 50lbs
- Effective communication in English
- Proficiency with computers and Microsoft Office
- Interest in hydroponic farm and food systems
- Focus on process improvement and workflow
- Welcoming to visitors and volunteers