



## **Supplemental Nutrition Assistance Program (SNAP) Application Assistant (Skilled Volunteer)**

### **COMPANY OVERVIEW**

Founded in 1982, Feeding Tampa Bay is the largest food rescue and distribution organization in the community, serving a food-insecure population of more than 700,000 people in a 10-county area of West Central Florida. Feeding Tampa Bay recovers surplus food donations from local farmers, retail stores, manufacturers, and community food drives and distributes it to those in need through a network of over 500 partner agencies. Last year alone Feeding Tampa Bay supplied 52 million pounds of food, or 40 million meals, to those in need. The mission of Feeding Tampa Bay is to provide food assistance to hungry individuals and families in the Tampa Bay region and to lead our communities in initiatives against hunger.

### **SUMMARY**

- Establish a lasting relationship with a local agency partner and community
- Be a consistent champion for your chosen agency partner location to create lasting change in the lives of seniors, children, and their families
- Lend a helping hand to the Community Outreach Manager and Programs Associate in completing electronic SNAP applications

### **JOB OVERVIEW**

- Assist Community Outreach Manager and Programs Associate in scheduling appointments for SNAP application assistance
- Assist in confirming SNAP application appointments with scheduled clients
- Assist in completing electronic SNAP applications
- Attend scheduled mobile pantries to distribute and collect SNAP interest forms, as needed
- Track and report number of completed SNAP applications and additional statistics to Community Outreach Manager monthly
- Must be willing to volunteer a minimum of 4 hours per day of volunteer commitment, time dependent on partner agency hours and space availability
- Must be willing to volunteer between 6-8 months
- Must be willing to adhere to strict confidentiality code of conduct
- Must be willing to complete required SNAP Training (online and in person)

### **REQUIRED EXPERIENCE**

- Must possess a valid Driver's License or State Issued I.D.
- Must be proficient in computer operation
- Bi-lingual or multi-lingual candidate is a bonus but not required!
- A friendly, helpful demeanor

**Interested applicants:**

Go to [www.feedingtampabay.org/volunteer](http://www.feedingtampabay.org/volunteer) and select SKILLED VOLUNTEERING

Click on VIEW OPPORTUNITIES AND APPLY

Begin Application

For Department, please choose Agency, Capacity, Programs, Nutrition, Research

Please reference both SNAP and Seniors in Service in the "Area of Study" section.