

Move for America Fellowship Position Description

Project Period: August 26, 2024 through August 24, 2025

Site Name: Foundation for Essential Needs (FFEN)

Location: FFEN Office (701 N. 3rd St., Ste 203, Minneapolis, MN 55401) & virtual

Supervisor: Katie Bull, Director of Programs

Host Site Organization Description

The Foundation for Essential Needs (FFEN) strengthens food shelves from the inside out - supporting their leaders, amplifying their reach, and enhancing their services to meet the increasing and evolving needs for food in communities across Minnesota.

FFEN believes food shelves are at their best when they are listening and responsive to the communities they serve. With a team of expert staff and skilled volunteers, FFEN provides no-cost leadership development, data-informed assessments, and strategic guidance coupled with the capacity to implement meaningful and lasting food shelf improvements.

With FFEN's support, food shelves are able to increase not only the quantity and quality of food they provide their communities, but also the experience they offer individuals in obtaining the food they need for their families.

Project Description

FFEN is seeking a fellow to support and inform improvements at food shelves based on input and feedback from food shelf clients. Since 2017, food shelves across MN have had access to integral data on their clients' experiences from the Minnesota Food Shelf Survey. FFEN was a lead implementation partner for this survey in 2022 and will continue in that role for the 2025 survey. The fellow will manage and coordinate logistics to promote buy-in and engage the sector around the upcoming survey, as well as support food shelves in utilizing additional tools to amplify shopper voice, developed by our 2023-2024 fellow.

Goals of the Project

- Center hunger relief work on the voices of people experiencing food insecurity
- Standardize feedback loops to inform and improve food shelf services
- Use differing perspectives to pilot improvements that will positively impact food shelf shoppers across the state of Minnesota
- Build capacity of the hunger relief system infrastructure by advising on programming and sector improvements

Responsibilities

Minnesota Food Shelf Survey Sector Engagement:

- Build momentum in the hunger relief sector for engagement around system change and continuous improvement
- Gather and share feedback from survey pilot sites to influence survey questions and implementation recommendations
- Engage Food Shelf leaders to effectively opt in for online data collection
- Increase hunger relief sector buy-in and awareness of survey process for maximum participation
- Develop tools to streamline survey data collection processes and work with food shelves on implementation plans
- Pilot data collection tools and processes across the state to most effectively gather shopper input
- Guide staff and volunteer support of data collection at food shelf sites
- Collaborate with key survey implementation partners to create and test survey reports for maximum impact

Capturing Shopper Voice in Food Shelf Decision Making:

- Engage 8-10 food shelves in implementing tools to increase shopper voice in their food shelf decision making
- Travel to sites statewide to support food shelves in holding shopper voice events such as focus groups, town halls and community meals
- Refine shopper voice tools based on feedback and experiences implementing at food shelves
- Integrate shopper voice tools into FFEN services as a core strategy to create efficient, effective practices
- Explore and develop framework to engage skilled, pro-bono volunteers in shopper voice tool implementation

Qualifications

We seek candidates who:

- Have a passion for improving food accessibility and food shelf shopper experience across the state of Minnesota
- Believe that centering the voices of those most impacted leads to more effective and lasting solutions
- Possess strong written and verbal communication skills
- Are able to travel statewide (with some overnights) utilizing their own vehicle (mileage reimbursement will be provided, travel of up to 15-25% of service hours, based on project needs)
- Can collaborate across multiple organizations and throughout the hunger relief sector
- Have working knowledge of the Microsoft Office suite and Google tools
- Are able to work in a fast paced environment with a small staff team
- Value volunteer contributions and skills as equal in value to those of staff

For Move for America Fellowship qualifications and program information, please visit: www.move4america.org/projects