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EUCC Multilingual Food Distributor

Eden United Church of Christ (EUCC) in Hayward, California is hiring a Multilingual Food Distributor to support the work of the EUCC Food Security Team.

Position Overview

The Food Distributor will work under the Director of the Food Security Programs and Comida Para Cherryland to safely and efficiently distribute food and essential needs to community members.

Responsibilities:

- Successfully complete Food Safety, and First Aid, AED, and CPR trainings
- Successfully complete Eden Church's Safer Congregation training
- Receive and store prepared Hot Meals from our vendors
- Complete recipient digital intake forms for record keeping and reports
- Assist in receiving pallets of produce boxes and deliveries from ACCFB
- Prepare 20-30lb emergency food boxes and prepared meals for distribution/transportation
- Assist the Director with reports, inventory management, and translation
- Assist with Comida Para Cherryland food distribution on 2nd and 4th Wednesdays
- Interpret for clients to offer culturally humble and linguistically appropriate service
- Assist with outreach and occasional distribution of produce at events hosted off-site
- Assist with event set-ups and traffic control, and other duties as assigned

Qualifications:

- Ability to lift and carry 30 lb boxes and be on feet for sustained periods of time
- Strong interpersonal and relational skills, a team player
- Knowledge of and ability to network with and distribute community resources
- Bilingual Mandarin/English
- Ability to successfully pass a state and federal background and credit check

Classification: Part-Time Non-Exempt

Hours/Week: 10-15 with possibility of more contingent upon future funding

Compensation: \$25/hr.

Schedule: Immediate start, Mondays-Fridays with occasional weekend work

Benefits: Holiday pay, sick time and vacation accrual, and workers' compensation

Reports to: Food Security Director; the Senior Minister is head of staff

How to Apply: Please submit an electronic file of your resume (preferably in PDF format) and a cover letter (outlining your qualifications and interest in this position) to arlene@edenucc.com.

Eden United Church of Christ is an Equal Opportunity Employer.

Date Posted: 08/18/23



You're
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EUCC Multilingual Food Distributor EUCC 多種語言食品分發員

Eden United Church of Christ (EUCC) in Hayward, California is hiring a Multilingual Food Distributor to support the work of the EUCC Food Security Team.

位於加州海沃市的伊甸聯合基督教會 (EUCC) 正在招聘一名多種語言食品分發員來支持 EUCC 食品安全團隊的工作。

Position Overview 職位概況

The Food Distributor will work under the Director of the Food Security Programs and Comida Para Cherryland to safely and efficiently distribute food and essential needs to community members.

食品分發員將在食品安全計劃總監和 Comida Para Cherryland 的領導下工作，安全有效地向社區成員分發食品和基本需求。

Responsibilities: 職位責任

- Successfully complete Food Safety, and First Aid, AED, and CPR trainings
成功完成食品安全、急救、AED 和 CPR 培訓
- Successfully complete Eden Church's Safer Congregation training
成功完成伊甸園教會的更安全會眾培訓
- Receive and store prepared Hot Meals from our vendors
接收並儲存我們供應商準備好的熱餐
- Complete recipient digital intake forms for record keeping and reports
填寫收件人數字接收表格以保存記錄和報告
- Assist in receiving pallets of produce boxes and deliveries from ACCFB
協助接收食物銀行 (ACCFB) 的農產品箱托盤和貨物
- Prepare 20-30lb emergency food boxes and prepared meals for distribution/transportation
準備 20-30 磅的緊急食品盒和準備好的飯菜以供分發/運輸
- Assist the Director with reports, inventory management, and translation
協助總監寫工作報告、庫存管理和翻譯
- Assist with Comida Para Cherryland food distribution on 2nd and 4th Wednesdays
在每一個月的第二個和第四個週三協助 Comida Para Cherryland 食品分發
- Interpret for clients to offer culturally humble and linguistically appropriate service
為客戶提供口譯服務並提供文化謙遜且語言恰當的服務
- Assist with outreach and occasional distribution of produce at events hosted

Date Posted: 08/18/23

off-site

協助在外展計劃舉辦的和偶爾分發產品的活動

- Assist with event set-ups and traffic control, and other duties as assigned
協助活動設置和交通控制以及分配的其他職責

Qualifications: 資格:

- Ability to lift and carry 30 lb boxes and be on feet for sustained periods of time
能夠舉起並搬運 30 磅的箱子並能夠持續站立
- Strong interpersonal and relational skills, a team player
較強的人際交往能力和關係能力, 具有團隊合作精神
- Knowledge of and ability to network with and distribute community resources
了解並有能力與社區資源建立聯繫並分配社區資源
- Bilingual Mandarin/English
普通話/英語雙語
- Ability to successfully pass a state and federal background and credit check
能夠成功通過州和聯邦背景和信用檢查

Classification: Part-Time Non-Exempt

分類: 兼職非豁免

Hours/Week: 10-15 with possibility of more contingent upon future funding

每週工作時間: 10-15 小時, 具體時間取決於未來的資金情況

Compensation: \$25/hr.

薪酬: 25美元/小時。

Schedule: Immediate start, Mondays-Fridays with occasional weekend work

時間表: 立即開始, 週一至週五, 偶爾週末工作

Benefits: Holiday pay, sick time and vacation accrual, and workers' compensation

福利: 假期工資、病假和假期累積以及工傷賠償

Reports to: Food Security Director; the Senior Minister is head of staff

工作領導: 食品安全總監; 是員工總管

How to Apply: Please submit an electronic file of your resume (preferably in PDF format) and a cover letter (outlining your qualifications and interest in this position) to arlene@edenucc.com.

如何申請: 請將您的簡歷電子文件(最好是 PDF 格式)和求職信(概述您的資格和對該職位的興趣)發送至 arlene@edenucc.com。

Eden United Church of Christ is an Equal Opportunity Employer.

伊甸聯合基督教會是一個機會均等的雇主。發布日期: