



Rhode Island Food Assistance Study 2019

Volunteer Job Description

An excellent opportunity to contribute to a statewide study of charitable food assistance

General Information

The Rhode Island Community Food Bank is seeking volunteers to conduct interviews for our 2019 Food Assistance Study. Interviews take place at member agencies of the Food Bank in communities throughout the state. Brown University School of Public Health is administering the study in cooperation with the Food Bank.

Study Purpose

Each month, the Food Bank and its statewide network of member agencies provide food to 53,000 Rhode Islanders. This study will offer an in-depth understanding of the people we serve, including their demographics, needs and challenges. The results of the study will inform the Food Bank's advocacy and public education efforts.

Role of Volunteers

We need a committed team of volunteers to help us complete this comprehensive, statewide research study. Volunteers will be trained to administer a survey, reading questions and recording answers, in one-to-one interviews. Conducting interviews can be a life-changing experience – meeting new people, witnessing their struggles and learning about their lives.

Skill Set and Experience

- Ability to interact with a diverse range of people in terms of age, culture, ethnicity, personality and more
- Comfort with basic computer technology
- Customer service experience (preferred)
- Fluency in both Spanish and English (preferred)

Hours and Timeline

Interviews are held at member agencies of the Food Bank – food pantries, meal programs and shelters – during times when food is distributed. Hours are mainly during weekdays, with some evening and weekend times as well. The study will be conducted in April through June 2019.

Volunteer Expectations

Volunteers must be at least 18 years of age and should have reliable transportation. Because our communication with volunteers is through email, volunteers must have an email account. Additionally, volunteers must be able to:

- Follow established guidelines and directions
- Use basic computer technology
- Communicate persuasively and clearly to help potential participants understand the purpose and value of a research study
- Exercise discretion and demonstrate sensitivity toward any information that study participants share

All volunteers must attend a training session at the Food Bank in Providence. Once trained, volunteers receive assignments based on availability. When a study time is assigned, volunteers are responsible for arriving at the scheduled time and staying for the entire scheduled time, usually two to four hours.

Sites for the study are community-based organizations, member agencies of the Food Bank, that are located throughout the entire state. At these sites, volunteers are assigned to a team with other volunteers and with staff members from the Brown University School of Public Health and the Food Bank. The number of people to be interviewed will vary at each site. In addition to conducting interviews, volunteers help identify eligible study participants, encourage them to participate and thank them for participating after their interview is completed.

Though not required, we seek to recruit volunteers who are bi-lingual in Spanish.

Training and Support

To participate, volunteers must attend a training session. These mandatory training sessions will be held at the Food Bank. On-going support will be offered by the Project Coordinator. After filling out an application, volunteers will be notified by a Food Bank staff member with information about the training sessions.

Volunteer Commitment

Volunteers should be available between April and June 2019 and able to receive and complete at least **three** study assignments during this period, making a half-day commitment for each assignment.

Contact:

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