

Yale University

President's Public Service Fellowship

Proposal for Fellowship Placement Summer 2023

Organization information

<i>Name of organization</i>	Loaves and Fishes
<i>Full street address</i>	57 Olive St.
<i>Website or link to social media page</i>	www.loavesandfishesnh.com

PPSF Fellow's direct supervisor

The supervisor must be available to supervise Fellow on a daily basis.

<i>Name</i>	James Cramer
<i>Title</i>	Executive Director
<i>Cell phone number</i>	2035847747
<i>E-mail address</i>	jcramer@loavesandfishesnh.com

Placement dates (8-11 weeks between Tuesday, May 30, 2023 through Friday, August 11, 2023)

5/30-8/11 dates could be flexible.

Are placement dates flexible? Are there any dates on which your Fellow must work?

We have a combination of remote and in person work that needs to be done. The fellow can help us design a schedule that makes sense for them.

Proposed work schedule (work week should equal and not exceed 37.5 hours per week)

Monday-Friday from 9-4:30

Organization description (mission statement, population served. 1,000 characters or less)

Mission: Loaves and Fishes shares God's love by providing food, clothing, and community to our neighbors in a safe and welcoming space.

Loaves and Fishes is a different kind of nonprofit. We are an organization rooted in community, seeking to blur the line between those who receive our services and those who disseminate them. We believe that strong community is comprised of mutual respect, a value that can easily be seen on any given Saturday.

Loaves and Fishes lives out its mission by attempting to provide mitigative measures that address the current needs of our neighbors, while also working on transformative efforts that look at systemwide problems.

We have around 450-600 families visit us every week for services.

Write a 1-2 sentence summary of the work that the Fellow would be conducting (500 characters or less).

The fellow will be helping us implement our universal intake system that is being rolled out across the city, as well as contributing to our communications and volunteer management protocols.

Write a more complete description of the specific project you propose and list the duties/outcomes expected of the Fellow.

We have piloted a universal intake system that will be rolled out to other participating food pantries across the city. This will allow us to have the first ever cross organization snapshot of pantry usage across the city. This is a multifaceted initiative that includes running L&F's intake system during our pantry hours, educating and providing support to other pantries, and communicating/interpreting the data that has been gleaned.

Job Responsibilities

- Work closely with partners that align with the mission and goals of Loaves and Fishes identified in collaboration with the team.
- Manage the registration process for new and existing clients
- Communicate Loaves and Fishes' mission and activities to diverse audiences
- Ensure safety of all who visit Loaves and Fishes by implementing and enforcing public health guidelines

List specific skills/experience required for the project

Skills

- Collaborate and work effectively as part of a team
- Plan and implement procedures to improve efficiency
- Delegate tasks efficiently
- Organize and allocate resources for task achievement
- Work with and empower diverse volunteers and guests
- Monitor progress towards desired objectives
- Solve problems to overcome obstacles and challenges
- Build positive relationships with volunteers and guests
- Recruit and develop volunteers
- Identify and resolve conflict
- Utilize technology effectively
- Great to have
- Spanish fluency
- Experience with food insecurity, either lived experience or experience with the subject matter

Additional requirements (e.g. a car or weekend working hours). If a car is required, include information regarding parking arrangements and mileage reimbursement.

No

Briefly describe any work that Yale PPSF Fellows have done with your organization in the past and present. If you have not worked with Yale Fellows, describe any work that Yale students have done with your organization.

N/A