

## VOLUNTEER/INTERN POSITION DESCRIPTION

**Position Title: Garden Volunteer**

**Reports to: Food Programs Manager, Garden Coordinator**

**About CommuniCare+OLE:**

Established in 2023, CommuniCare+OLE is the result of a union of two health centers with a deep roots in their respective communities and reputations for providing high-quality primary care to all, regardless of insurance or ability to pay: OLE Health of Napa and Solano Counties and CommuniCare Health Centers of Yolo County. Building on a legacy established by both organizations in 1972, CommuniCare+OLE is a network of federally-qualified health centers with 17 sites across Napa, Solano, and Yolo Counties. It offers comprehensive care, including medical, dental, behavioral health and substance use treatment, nutrition, optometry, pharmacy, care coordination, referrals, and enrollment assistance to more than 70,000 individuals, and no one is turned away due to lack of insurance, immigration status, or ability to pay. Many services are offered outside of its sites, including mobile health, home visiting, and community and school-based programs.

**Volunteer/Intern Position Overview:**

CommuniCare OLE's Food is Medicine initiatives connect patients, staff and community members with each other and with healthy food to improve holistic health. Garden Volunteers perform tasks in the Garden and Outdoor Classroom not limited to seeding, transplanting, cultivating, and harvesting. Tasks will be assigned and supervised by the Garden Coordinator and/or the Food Programs Manager. First-time volunteers will participate in a garden safety discussion and orientation to CommuniCare Health Centers. Individuals can volunteer as frequently as they would like, or as they are able.

**Duties:**

- Assist with gardening projects as needed
- Harvest produce and help coordinate distribution accordingly

**Internship/Volunteer Benefits:**

- Exposure to Federally Qualified Health Centers and clinical direct service
- Experience with electronic medical records and patient support services
- Letter of recommendation available when applicable for those in good standing with supervisor

**Minimum Qualifications:**

- Able to commit to one 2-hour shift
- Interested in gardening and contributing to Food is Medicine initiatives
- Able to work outdoors and to self-monitor for heat and physical exhaustion

**Diversity, Equity, and Inclusion:**

CommuniCare OLE is an inclusive environment that promotes and values diversity and life experience. CommuniCare OLE encourages people of all backgrounds to contribute their unique perspectives to CommuniCare OLE as a volunteer including, but not limited to, Black, indigenous, people of color, immigrants, refugees, LGBTQIA+, people with disabilities, veterans, individuals of all ages and religions, as well as those who have experienced the criminal justice system.

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**Student Learner and Volunteer Expectations and Physical Requirements:**

All abilities are welcome. The Food Programs team will ensure volunteers remain hydrated and will postpone workdays that coincide with extreme heat incidents. Volunteers will be encouraged to take breaks as appropriate based on their physical needs.

**Volunteer, Intern and Student Learner Acknowledgement:**

This document does not create any contract, implied or otherwise. I recognize that I have no guarantee of volunteer/internship hours at CommuniCare OLE. My signature below is to acknowledge that I have received a copy of this intern position description. I have read and I understand the information contained herein. If I have any questions about the content of this position description, I can contact my Supervisor/Manager, the Volunteer and Student Program Supervisor, or another person in the Human Resources department.

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Volunteer Name (please print)

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Volunteer Signature

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Date