

REAP FOOD GROUP

3241 Garver Green Madison, WI 53704 608-310-7836 reapfoodgroup.org

REAP Food Group UpRoot Food Truck Culinary Coordinator

Posting Date: Thursday, March 28, 2024

Deadline for Application: Friday, April 19, 2024 or until filled

Location: in person, Madison, WI

Reporting To: Executive Director

Work Schedule: Hourly, event based with 10-15 hours per event

Position Summary

REAP Food Group is hiring for an UpRoot Food Truck Culinary Coordinator for the 2024 event season. The coordinator will work in collaboration with REAP Food Group's Event Coordinator and partner chefs to plan and execute between 15-20 events between May and October 2024. The coordinator will be responsible for operating the truck including driving, maintenance, general upkeep, and assisting with food preparation. This position is an excellent opportunity for those with interest in culinary arts, entrepreneurship, food truck management, food justice, sustainability, and the local food system. The UpRoot food truck is a 22-foot truck with a fully operational mobile kitchen. The truck includes 2 coolers, a three-basin sink, a water heater, two 40 gallon water tanks, an oven with 4 burners, a flat cook-top, and deep fryer.

Who We Are

REAP Food Group, a non-profit organization based in Madison, WI, believes we can transform communities, economies, and lives through the power of good food. We are passionate about creating an equitable, local, and sustainable food system. We strive to be curious, inclusive, catalysts for change, and collaborators. Ultimately we are connectors in the food system. We do this by:

- *Advocating* for policies that support an equitable and environmentally sustainable local food system that drives social and environmental justice, improved health, and economic development;
- *Creating* and supporting markets, infrastructure, and strategies that connect local farmers to institutional and individual buyers;
- *Amplifying* community-led solutions to overcome structural barriers to accessing local food through the intentional inclusion of diverse voices; and
- *Celebrating* with the community through sponsored events that highlight Dane County's and southern Wisconsin's abundance of wholesome, locally raised food.

Who You Are

You are mission-driven and have a deep connection to contributing a more equitable food system. You have experience in culinary arts, a desire to learn from chefs, and a passion to learn how to operate a 22-foot food truck. You are highly organized, are comfortable operating a large vehicle, have strong communication skills, and are responsive to changing needs.

What You'll Do

- Operate the food truck by driving to and from events
- Open and close the food truck for each event
- Maintain cleanliness of food truck on a per use basis; complete required paperwork
- Assist chefs with food preparation before and during events
- Fuel food truck at approved fueling locations; complete required paperwork
- Ability to operate food truck in a safe and legal manner
- Handle cash payments and credit card transactions, complete required paperwork, dependent on event
- Reserve commercial kitchen space for food preparation work

Required Qualifications

- Valid US driver's license and clean driving record (no moving violations in the past two years, no major violations in the past ten years, and no DUI citations)
- Experience driving large vans, trucks, or similar large vehicles
- ServSafe Certified, or completion within 30 days of hire (cost covered by REAP)
- Experience in food service industry with food preparation following public health guidelines
- Ability to understand and carry out oral and written instructions
- Ability to lift up to 50 pounds
- Ability to stand for extended periods of time
- Comfort with working in enclosed spaces for extended periods
- Ability to work in diverse weather conditions such as hot, cold, wet, humid and windy condition

Desired Qualifications

- Personable and ability to work as part of a team as well as individually
- Experience interacting with socially, economically, racially and/or ethnically diverse populations
- Passionate about creating a equitable local food system

What Else You Should Know:

REAP Food Group's physical office location is at Garver Feed Mill. The coordinator will have access to this space along with any supplies and equipment provided to all employees. The food truck is currently licensed with FEED Kitchen at 1219 N Sherman Ave. Food preparation occurs before events at FEED Kitchen with additional prep directly on the truck. The truck is parked at the Madison Metropolitan School District central office located at 4711 Pflaum Rd. The coordinator will need to pick up the truck at the Pflaum Rd location and return it to this location after each event.

Event Schedule

Last year, we hosted 17 events. The position requires attendance at the following events. Please let us know in your application if you will be unable to work any of these dates. While we are still planning out the food truck event calendar, the following events will happen. This is not a final list of events.

- June
 - Parks Alive, date TBD
 - Vitruvian Farms Dinner with Chef Evan Dannells, date TBD
 - Olbrich Botanical Garden, June 14-15
 - June 23 - Odyssey Project with American Players Theater
- July
 - American Players Theater, July 21
 - Parks Alive, date TBD
 - Aldo Leopold Nature Center, date TBD
- August
 - American Players Theater, August 25
 - Seven Acre event, date TBD
 - Parks Alive, date TBD
 - Burning Troll, date TBD
 - Atlas farm tour with the truck, date(s) TBD
- September
 - Inga Witscher, in Osseo, Wisconsin, September 8
 - Bike the Barns, September 15
 - REAP Harvest Dinner, September 21 - 22
- October
 - Taliesin, October 13
- Possible periodic Sundays at Garver Feed Mill - TBD

Additionally, the UpRoot Food Truck Culinary Coordinator will be responsible for preparing/opening up the food truck for the season in May and for winterizing the food truck in October.

Compensation

This is an hourly position with hours on a per event basis from May 2024 through October 2024 and will plan and execute 15-20 culinary events throughout the summer, with an average of 10-15 hours per event. Pay rate of \$20.00 per hour.

To Apply:

If you require accommodation for the job application process, do not hesitate to contact our team to let them know what type of accommodation you need. Please submit:

- a resume

- a letter or video or voice recording (2 minute maximum) that details your interest and personal and professional strengths for this position, and
- 2-3 references relevant to this position

to jobs@reapfoodgroup.org with UpRoot Food Truck Culinary Coordinator in the subject line. Applications can be mailed or dropped off at REAP Food Group, 3241 Garver Green #240, Madison, WI 53704. Note that we may only be able to contact candidates selected to move forward in the hiring process.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification and are subject to change at any time. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

REAP is committed to serving as an ally for racial justice and is proud to be an Equal Opportunity Employer committed to creating a diverse workplace. We value diverse life experiences and backgrounds in our hiring process. We encourage individuals with close ties to Madison Metropolitan School District (MMSD) schools and/or Madison neighborhoods to apply. Those who are multilingual or multicultural, members of racial/ethnic minority groups, veterans, LGBTQ, and persons with disabilities are highly encouraged to apply.

Application Deadline: Friday, April 19, 2024 or until filled