



Whole Vision LLC



Whole Vision LLC and Food Conscious
Nutrition Intern

Communications Title: Community Outreach & Engagement Associate

Overview: Associate will be trained in and involved with assisting with programming and community outreach activities associated with Whole Vision LLC (WVLLC) and its new sister nonprofit organization Food Conscious. Activities will primarily focus on coordination of community partners, members, and projects, assistance with strategic planning, marketing, development and fundraising, and the enhancement of overall structure and organization.

Duties and Responsibilities:

Specific duties include, but are not limited to:

- Nutrition and fitness outreach at Care-A-Van community events
- Build and sustain relationships with community partners (schools, NPOs, local businesses)
- Fundraising-recruiting participants, supporters, donors
- Assist with grant writing activities related to community health
- Attend and take notes at meetings with community stakeholders
- Draft meeting agendas and take meeting minutes at committee meetings
- Compile information on engagement/recruitment strategies and outcomes as they relate to community health
- Assist with planning, coordination, and promotion of WVLLC/Food Conscious programs:
 - o School Garden Initiatives
 - o Care-a-Van Community Resource Project
 - o Farm and Food Processing Facility Nutrition Programs

Additional Opportunities:

- Will have the opportunity to learn the business and community side of health and wellness based entities
- Will have the opportunity to network with many key stakeholders in the public, nonprofit, and private health sectors withinin Northeast Ohio
- Will have the opportunity to gain experience working with diverse populations in varied settings.

Qualifications:

- Currently pursuing a Bachelor's or Master's degree in Social Work, Nonprofit Management, Public Administration, or a related field



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- Proficiency in MS Office and Google Drive
- Strong attention to detail
- Punctual
- Very task-oriented
- Self-starter
- Excellent critical thinking/problem solving skills
- Excellent verbal and written communication skills

Additional Information: These roles will be located in our home office in South Euclid, at our new Farm location in Parma, as well as in a variety of community settings. It is an exceptional opportunity for a student to gain firsthand experience in the execution and development of a brand new community organization. WVLLC's organizational culture is unique in that we truly live by our values of collaboration, cultural sensitivity, and community values.

Please send cover letter and resume to WVLLC Director of Operations: Sara Continenza, WholeVisionLLC@gmail.com.

About Us: The mission of WVLLC (www.WholeVisionLLC.com) is to assist community-facing organizations, grassroots initiatives, public institutions, and even private companies, in enhancing access to healthy living opportunities for various underserved populations throughout NEO. We will do this through creating sustainable programs, community engagement and empowerment, and linkage to vital resources which support overall wellness. We are currently in the process of merging our community programs with a new nonprofit organization, Food Conscious (www.Food-Conscious.org), an organization dedicated to enhancing local food systems through social enterprise.