



Job Title: Hunger Commission Assistant

Reports to: Chief Finance & Human Resource Officer

Classification: Part-time, Seasonal, hourly, 10-15 hours weekly

Work Schedule: July 7, 2025 – October 10, 2025: Tuesday 3 pm – 7:30 pm, Thursday 3 pm – 7:30 pm, one other day for 3-5 hours

Pay Rate: \$16/hourly

Introduction: Since 1953, United Way of Greater New Bedford (UWGNB) has been a leading institution on the SouthCoast. Our mission is to mobilize people, partnerships, and resources to catalyze change that strengthens the communities we serve. Through strategic collaboration, direct services, and financial support, we actively engage with our communities to identify gaps and create initiatives to address them. Every United Way of Greater New Bedford staff member serves as an ambassador for the organization, demonstrating a culture of fundraising and volunteer engagement.

The Hunger Commission provides food and logistical support to programs serving families and individuals in need. Our distribution network includes food pantries, shelters, soup kitchens, and Council on Aging centers.

Our Mobile Markets operate as free farmers' markets, increasing access to fresh produce for working residents who need food assistance. Markets run from July to mid-October in New Bedford and Wareham, serving thousands of residents each season.

The Hunger Commission Assistant will work alongside the Hunger Commission Coordinator during the Mobile Market season (July – October). This role requires the ability to physically lift and load cartons and boxes – sometimes up to 50 lbs.

Minimum Requirements

- Minimum 15 years of age, workers permit required
- Positive attitude, good verbal communication
- Able to multi-task and work in a fast-paced environment
- Able to take direction
- Good customer service skills
- Attention to safety and detail

Duties and Responsibilities

- Assist Hunger Commission Coordinator with execution of distribution plan for pickups and deliveries. Including set up of Mobile Markets.
- Ability to work alongside and be respectful of volunteers
- Ability to lift boxes and/or cartons in excess of 50 lbs.
- Ability to use a hand truck, pallet jack, and operate the truck lift gate (not required, will train)

Complete the attached application and return to Katherine Crawford at kcrawford@unitedwayofgnb.org.

EMPLOYMENT APPLICATION

APPLICANT INFORMATION					
Last Name		First		M.I.	D.O.B.
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
EDUCATION					
High School			Address		
From	To	Did you graduate? Still Attending?	YES <input type="checkbox"/> YES <input type="checkbox"/>	NO <input type="checkbox"/> NO <input type="checkbox"/>	
College			Address		
From	To	Did you graduate? Still Attending?	YES <input type="checkbox"/> YES <input type="checkbox"/>	NO <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other			Address		
From	To	Did you graduate? Still Attending?	YES <input type="checkbox"/> YES <input type="checkbox"/>	NO <input type="checkbox"/> NO <input type="checkbox"/>	Degree
REFERENCE					
Full Name			Relationship		
Company			Phone ()		
Address					
PREVIOUS EMPLOYMENT					
Company			Phone ()		
Address			Supervisor		
Job Title		Responsibilities			
From	To	Reason for Leaving			
DISCLAIMER AND SIGNATURE					
I certify that my answers are true and complete to the best of my knowledge.					
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.					
Parent/Guardian Name: _____			Phone _____		
Emergency Contact: _____			Phone _____		
I understand that I am responsible for my own transportation to and from work if I am hired. YES <input type="checkbox"/> NO <input type="checkbox"/>					
<u>THIS SECTION MUST BE COMPLETED FOR APPLICATION TO BE CONSIDERED.</u>					
Signature			Date		