



Liberty Prairie

Position Title: Farm Store Volunteer

Last Updated: 8/9/24

Liberty Prairie is a 501(c)(3) nonprofit in Grayslake, Illinois. **Our mission** is to build skills and pathways toward land, human, and local economic health. Liberty Prairie manages a 94 acre farm with annual, perennial, and natural land area within the Prairie Crossing community.

Liberty Prairie Farm Store opened November 11, 2023. The daily operations of the store take place from 9-5pm, Wednesday-Sunday. Through a robust Volunteer Program, we can increase access to our Farm Store, having volunteers staffing the store, spreading awareness, and enabling staff to broaden their impact.

For the purposes of training (2-5 week long process), we expect individuals to invest about 8-10 hours. Following training, individuals establish recurring shifts. Currently, we have a twice monthly service minimum to ensure volunteers are up to date with our ever changing, seasonal atmosphere. Once registration occurs, volunteers are placed on a waitlist to interview and train. Individuals must be 18 years or older to volunteer in the Farm Store. With your help, the Liberty Prairie Farm Store will take shape as a local hub for the midwestern foodshed. Other types of volunteer roles will be made available in 2025.

Essential Qualities

To be successful in this role, a volunteer candidate should be detail-oriented and communicative while also being dependable. Flexibility and a positive attitude to adapt to changing needs and priorities is essential. Willingness to help and engage with customers while maintaining a friendly disposition is equally important. A demonstrated passion for local food, agricultural/environmental education, and community development preferred.

Benefits

Volunteers receive 5% off in the store. Volunteers may also be granted access to the Community Room, free of charge.

Prospective volunteers should join the [volunteer email roster](#) and [register as a volunteer on civic champs](#), via [Liberty Prairie website](#). Please reach out to Volunteer Manager Penny Burke (penny@libertyprairie.org) with any questions!



Title: Farm Store Volunteer

Location: [Liberty Prairie Farm Store](#), 970 Harris Rd., Unit 1B, Grayslake IL 60030

Role Summary: Farm Store volunteers help assist in the general operations of the Farm Store.

Reporting to: the Volunteer Manager

Mission: To build bridges and pathways toward land, human, and local economic health.

Objectives Include:

- Exceptional customer service
- Operating the front desk, including ringing up customers
- Connecting customers with Liberty Prairie programs, communications, and resources
- Stocking merchandise, maintaining neatness in the store, and bagging produce
- Sweeping, wiping down surfaces, and other cleaning tasks
- Documenting suggestions and customer feedback
- Reporting pertinent information to Liberty Prairie Staff
- Other tasks as assigned

Desired Skills/Experiences:

- Multi-lingual
- Cashiering and/or store experience
- Customer service experience
- Ability to multitask
- Interest and knowledge of Liberty Prairie, Prairie Crossing, and the [good food movement](#)
- General interest in food, cooking, and sustainability
- *This is an entry level role – volunteers will be given the training necessary to succeed in this position.*

Additional Expectations:

Service at the Farm Store may involve standing or sitting for long periods, bending, crouching, reaching, lifting, and carrying. Volunteers will be expected to freely lift up to 25 lbs, and up to about 50 lbs with tools and/or assistance. Further, volunteers will be required to use devices such as iPads in order to complete volunteer service. All reasonable accommodations will be taken into consideration. At this time, we are seeking volunteers that can serve consistently, with a required 2x/month service minimum.

Diversity, Equity, Inclusion, and Belonging (DEIB)

Liberty Prairie NFP works to create an environment that welcomes folks from a variety of backgrounds, perspectives, cultures, skills, and experiences, knowing that the more inclusive we are, the more successful and creative we will be. We recognize that the people we serve are

unique in their backgrounds, beliefs, opportunities, and challenges. We strive to embody and embrace that in our work, acknowledging and celebrating the differences within each other. We value accountability and hold ourselves and others to high standards of diversity, equity, inclusion, and belonging. We learn and grow collectively and create opportunities for others to join us on this journey.

Note: the following section is to be completed as instructed by the Volunteer Manager

Acceptance of Volunteer Opportunity

The role of Farm Store Volunteer is being offered to _____ (printed name)
by the Volunteer Manager, Penny Burke on _____ (today's date). Your signature indicates your agreement for volunteer service, and your understanding of the aforementioned responsibilities.

Volunteer Signature

Volunteer Manager Signature