



LiveWell Kids Lead Volunteer Job Description

Launched by Beach Cities Health District in 2005, LiveWell Kids is a school health and well-being program developed specifically for elementary school students (K-5). The curriculum is delivered in the school gardens by trained volunteers. This program offers garden and nutrition education with elements of mindfulness to help students adopt healthy lifestyle behaviors and habits at an early age.

Lead Volunteer Job Description:

Lead Volunteers will assist in the coordination of the LiveWell Kids Program lessons being delivered by classroom volunteers. Lead Volunteers serve as the liaisons between classroom volunteers and the BCHD LiveWell Kids staff, serving as the “point-people” for the LiveWell Kids Program at the participating school. They ensure that lessons are scheduled, delivered and recorded for tracking.

Major Duties:

- Act as the LiveWell Kids Program liaison between the BCHD LiveWell staff and the school.
- Communicate regularly with the BCHD LiveWell Kids staff regarding program supplies, garden status and updates.
- Recruit classroom volunteers (ideally 2 per classroom) to attend 3 trainings and teach 6 LiveWell Kids lessons during the school year.
- Ensure program compliance is completed (i.e. track lesson scheduling and delivery, update contact lists, organize supplies, etc.)
- Attend 3 trainings (1.5 hours) and 3 Lead Volunteer meetings.
- Support classroom volunteer needs and provide direction on program-specific tasks.
- Keep garden area and shed clean and organized.

Qualifications/Core Competency:

- Passion for healthy practices
- Good organizational and communication skills
- Ability to perform some physical labor (i.e., organize supply materials and garden shed, occasional light work in the garden, etc.)
- Ability to supervise classroom volunteers and provide direction on program-specific tasks

Volunteer Screening Requirements:

- Please check in with your school’s front office for any volunteer screening requirements.

For further questions, please contact BCHD’s LiveWell staff:

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