Master Food Preserver (MFP)

JOB DESCRIPTION

Title: Master Food Preserver
Location: Deschutes County (serving tri-county region)
Rank: Volunteer
OSU Extension Program Supervisor: Glenda Hyde

PURPOSE: To provide OSU Extension Service educational programs on food safety and food preservation to the general public using research-based and unbiased information.

JOB DESCRIPTION

1. Volunteers become certified Master Food Preservers (MFP) for the current year after completing the training program of approximately 48 hours of intensive food preservation/safety education and passing a competency examination.
2. Each volunteer provides an equal number of public service hours during the food preservation season following the training.
3. Support the OSU County Extension food preservation/safety education programming.
4. Cooperate with and assist county Extension faculty responsible for food preservation/safety programs.
5. Maintain appropriate records (e.g., volunteer service hours, accident reports).

RESPONSIBILITIES may vary slightly with the current needs of the community, the program, and skills of individual volunteers. Responsibilities will include

1. Working as a team member with the local county Extension faculty and other MFP volunteers to plan and conduct a comprehensive food preservation/safety education program in the county.
2. Serving as a food preservation/safety resource in the local community or at the county Extension office by answering the telephone and responding to requests for resources.
3. Preparing, setting up, and staffing exhibits and displays to promote food preservation and safety in the community (e.g., fairs, shopping centers, farmers’ markets, produce stands, home shows).
4. Assisting with MFP program communication through mass media and/or social media as needed.
5. Testing pressure canner gauges for accuracy.
QUALIFICATIONS

1. Willingness to partner with OSU Extension Service staff in providing the public with up-to-date, safe food preservation/safety information.

2. Ability to communicate effectively with others, both face-to-face and on the telephone.

3. Commitment to follow and communicate OSU Extension Service food preservation/safety guidelines.

4. Willingness to ask questions of Extension faculty and acknowledge limitations when working with the public.

5. Available for all training sessions necessary for MFP certification and/or re-certification.

6. Willingness and ability to give volunteer service time to related OSU Extension programs.

7. Experience in food preservation (especially canning) is desirable, but not required.

8. Successful completion of a personal Criminal History Check conducted through the OSU Office of Human Resources if the volunteer role works in this OSU program more than two times per year, and meets one of the following six criteria. Please check all items that are applicable. In the course of this role, the MFP volunteer may work with, or have responsibility for:
   - Youth (or other vulnerable audiences)
   - Personal information (e.g., health information, social security number)
   - Organizational funds (e.g. registration fees, scholarships, organization credit card).
   - Chemicals (e.g. potentially harmful chemicals)
   - Transport of program participants during the planned program (driving)
   - Care for animals

Revised March 20, 2013
OSU Extension
Master Food Preserver (MFP)
Volunteer Commitment Contract

VOLUNTEER AGREEMENT

The purpose of the Volunteer Agreement is to promote the safety and well-being of all Oregon State University program participants and stakeholders. The opportunity to represent OSU is a privileged role to be held by those who are willing to agree to behaviors that fulfill this trust.

As a Master Food Preserver (MFP) Volunteer I agree to:

1. Represent the educational mission of the land grant university, with the equal opportunity and anti-discrimination policies. (*Programs are accessible without regard to race, color, religion, gender, sexual orientation, national origin, age, marital status, disability, and veteran status.*)

2. Obey local, state, federal laws. Follow guidelines established for county or state programs.

3. Accept supervision and support from OSU staff and/or designees.

4. Use and apply research-based information and objective recommendations during programs and activities sponsored or approved by OSU Extension. Not share personal opinion and actions that may contradict research-based information while acting as a representative of this program.

5. Treat others courteously. Be a positive role model.

6. Establish and maintain safe environments for all participants. Act responsibly to protect participants.

7. Report suspected abuse to protect those who cannot protect themselves.

8. Not consume alcohol or behavior altering drugs (or be under those influences) while responsible for OSU programs or youth.

9. Handle equipment in a safe and responsible manner.

10. Operate vehicles only with a valid operator’s license and the legally required insurance coverage.

APPROPRIATE USE OF TITLE “MASTER FOOD PRESERVER”

I understand that

A. The title Master Food Preserver (nametags, clothing, signage and materials) are to be used only in conjunction with activities sponsored or pre-approved by Oregon State University Extension program staff.

B. I may use the title and resources of the OSU Master Food Preservers only when engaged in unpaid public service in an OSU sponsored or pre-approved program.

C. While in the role of volunteer Master Food Preserver, I will not appear as part of commercial activities, endorse commercial products or imply endorsement of any products, business or organization.

D. I may include my certification as OSU Master Food Preserver on a resume or job application.
RETURNING VOLUNTEERS

I understand that Certification as an Oregon State University Extension Master Food Preserver Volunteer is effective for one year. Master Food Preservers are invited and encouraged to continue their involvement in the program. Volunteers wishing to re-certify will be required to:

1. Pass a competency exam each year to maintain certification.
2. Participate in at least one educational update.
3. Keep resource notebook up to date.
4. Commit to continued volunteer service.
5. Effectively complete a Criminal History Check through OSU Human Resources Office as applicable (see item 7 under Qualifications).

I have read, understand, and agree to the OSU Extension Master Food Preserver Volunteer Commitment Contract. I understand that OSU may determine individual suitability to volunteer in its programs. I will comply with those decisions. I understand and agree that any action on my part that contradicts any portion of these expectations may be grounds for non-acceptance, suspension or termination of my volunteer role with OSU programs.

Volunteer Signature ___________________________________________ Date __________________

Volunteer Name Printed ___________________________________________

Supervisor Signature ___________________________________________ Date __________________

Return this completed form to:

Glenda Hyde
3893 SW Airport Way
Redmond, OR 97756

or glenda.hyde@oregonstate.edu

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