



Cuisine Associate Director Positions

[WUD Cuisine Page:](#)

Apply here: https://uwmadison.co1.qualtrics.com/jfe/form/SV_exjgcXrfZarJhcO

Overview

- This position is a volunteer, leadership position with the Wisconsin Union Directorate, student programming board.
- Each committee of the Wisconsin Union Directorate is committed to amplifying the voices of underrepresented communities through thoughtful and deliberate programming that targets societal issues. WUD leaders have an obligation to use the privilege of our organization and the power of our positions to continually educate ourselves and provide the same opportunities to our communities.
- Successful applicants for WUD Leadership positions will demonstrate a commitment to social justice during the interview process and, upon selection, commit to continually highlighting inequalities due to racial, environmental, societal, and any other type of discrimination that our campus, country, and global communities face through their committee processes and programming efforts.
- Each Associate Director is asked to dedicate around 10 hours a week to the position. As a thank you for your service, you will receive a \$75/month stipend on your Wiscard for 8 months of the academic year.

Committee Purpose

The Wisconsin Union Directorate Cuisine Committee is dedicated to exploring local and global food systems and their cultural influences while engaging the community through education around food sustainability, practicality, and justice. No previous experience is expected or required to apply for any of these positions, all we ask is for applicants to be willing to learn, excited to get involved, and have a passion for the multifaceted nature of cuisine.

Focus areas of the Cuisine Committee include:

Education: Using food as an education tool and emphasizing food's cultural, social, political, and environmental influence. Connecting food to community education. This can consist of speakers, panels, demonstrations, excursions, innovative media presentations, or a few of these at once. The educational events are put on in an effort to promote awareness of inclusive, local, economically reasonable, sustainable, and transparent food programs on campus, in Madison, and beyond. All education events should be done in the proper historical and cultural context. Each event should include aspects of social justice and lead to greater cultural humility among the student population. Events include the monthly use of the demonstration kitchen, the Demonstration Kitchen series, invitations of speakers, and building new and maintaining collaborations with RSOs.

Community Engagement through Service and Outreach: Connecting the Cuisine Committee to local food communities. Community service programming will focus on project-based initiatives surrounding food waste, use of university grounds, food-insecure student populations, and food distribution in the greater Madison community. Outreach engagement also includes excursions and involvement in the Madison restaurant community through collaborations and lecture invitations. Events include biweekly committee meetings, lectures, Q&A sessions, podcasts, field trips to special events or establishments in the local community, and

involvement in community food projects. WUD Cuisine would like to strengthen our commitment to staying involved with campus food justice initiatives and other student organizations across campus. Cuisine is meant to be celebrated with others.

Cooking: Cooking programming will focus on providing free cooking workshops, giving them the skills to cook great meals within a student budget, cook food from different cultures, appreciate the different styles and techniques for cooking, and ultimately understand food as a tool for inquiry, social justice, and cultural understanding. Cooking events may also include another educational or discussion-based component. Cooking workshops can be conducted through ingredient distribution and live-streamed demonstrations that allow for students to cook in the comfort of their own homes, or can be held in person at the Babcock kitchen or other policy conforming facilities. Events include monthly student-led workshops (Cooking on a College Budget Series, the annual Thanksgiving cooking workshop, the Great Cook-Off, ETC), ingredient distributions, and in-person and virtual cooking events.

Associate Director Responsibilities (General)

- Hold “office hours”(approx. 5 hours) every week to ensure committee work is being done.
- Attend weekly Cuisine board Meetings with the entire leadership team.
- Work with other ADs to promote committee programming.
- Contribute ideas to committee programming and overall event production.
- Have the opportunity to sit on a Union Council Advisory Board as a student representative.
- Attend Cuisine’s events and engage with committee members.
- Attend Fall Leadership Retreat (contributes to leadership certificate requirements) in August.
- Assist with recruitment functions and attend WUD Cuisine’s events.
- Will review and edit respective AD Position descriptions for the next year’s Directorate team.
- Assist in WUD Cuisine Administrative work (all training will be provided)

Associate Director Benefits

- All Associate Directors will be provided a monthly compensation of \$75 directly deposited into their wiscard accounts for 8 months (September through May).
- 2022-2023 Cuisine Director will serve as a reference or write a letter of recommendation for anyone on the Cuisine’s leadership board.

Associate Director of External Relations

Applicants should be creative and free-thinking individuals that are able to cultivate and execute a vision. The External Relations AD will redesign and re-invigorate our entire virtual presence across social media platforms. This individual is responsible for curating our committee’s aesthetic and will work closely with every member of the leadership team. Specific responsibilities for the **Associate Director of External Relations** will include...

- Coordinate committee members’ efforts to:
 - Designing all marketing materials and infographics for mass distribution on social media platforms.
 - Creating a marketing plan for how we promote our events and what our online presence will look like over the current term.
- Staying active on all social media accounts sanctioned by WUD Cuisine over the 2022-2023 term.
- Promoting other WUD committee programming and events from other organizations we partner with, including Food Justice Coalition orgs, MCSOs, and other accounts relevant to our mission.
- Sending out weekly committee emails with information about upcoming events, meetings, and relevant information for committee members and monitoring the mailing list.
- Procuring or providing access to virtual content for committee members.
- Visually documenting our events for future marketing and promotional material purposes.
- Serving as primary contact for prospective committee members and helping provide maintenance for committee member communication (such as email, Discord Channel, or GroupMe).

- Uploading event information to the Union website, calendars, and other outlets (Social Justice Hub Calendar and other relevant department newsletters) we can access.
- Choosing to serve on a Union Council Advisory Board as a student representative.

Associate Director of Internal Relations

Applicants should be warm and welcoming individuals that are able to converse with anyone. The Internal Relations AD will help to bring people into the organization and grow our following. This is likely the first person people will meet at our events and will help to facilitate day to day operations of our committee. Specific responsibilities for the **Associate Director of Internal Relations** will include...

- Co-chairing or leading weekly committee meetings with the Cuisine Director.
- Coordinate committee members' efforts to:
 - Finding and connecting with interesting speakers on campus and across our community to bring in and talk with the committee.
 - Facilitating inter-WUD collaborative events with other committees.
 - Creating programs to help college students develop independent cooking skills, budgeting, and a stronger relationship with food
- Maintaining a welcoming environment for committee members to explore their passions.
- Assisting with the purchasing of labeling and promotional materials for handouts.
- Working with the Cuisine Director to attain budget training and help other Associate Directors with the completion of hiring contracts for community and campus experts.
- Working with other committee members and AD's to carry out their goals in the weekly committee meetings.
- Choosing to serve on a Union Council Advisory Board as a student representative

Associate Director of Community Education

Applicants should be interested in learning about new food cultures and food justice issues, and willing to do additional research to honor the cultures and context of other cuisines. The Community Education AD will connect WUD Cuisine with other organizations of the same mission (educate and promote awareness of different food identities and cultures) and those dedicated to combating food insecurity. Specific responsibilities for the **Associate Director of Community Education** will include...

- Coordinate committee members' efforts to:
 - Maintaining relationships with food justice orgs on campus and planning events with them.
 - Planning events with external organizations listed in our mission statement and ensuring we maintain good relationships with these connections
 - Creating programs to help college students develop independent cooking skills, budgeting, and a stronger relationship with food
- Helping to pack and portion ingredients required for events requiring food distribution.
- Assisting in reserving spaces and rooms for Cuisine events demonstrations and/or discussions.
- Representing the WUD Cuisine Committee for food justice orgs such as the Food Justice Coalition (Social Justice Hub).
- Staying current and informed on food insecurity resources and acting as a resource point.
- Completing a required ServSafe certification course to safely assist in cooking demonstrations and workshops.
- Choosing to serve on a Union Council Advisory Board as a student representative.

Associate Director of Culinary Instruction

Applicants should be excited and passionate about cooking and interested in exploring other cultures' cuisines. The Culinary Instruction AD will be our committee's go-to person for planning cooking workshops and orchestrating ingredient planning for our recipes. We are looking for someone who is excited and comfortable being in a kitchen

and working with others to make a variety of cuisines. Specific responsibilities for the **Associate Director of Culinary Instruction** will include...

- Coordinate committee members' efforts to:
 - Taking charge of planning cooking workshops for committee and community members.
 - Brainstorming, researching, and planning creative recipes and learning materials for cooking workshop use.
 - Creating ingredient lists and recipes for cooking workshop events.
- Helping to portion ingredients required for events requiring food distribution.
- Assisting in reserving spaces and rooms for Cuisine events with cooking components.
- Developing working relationships with UW Dining and Catering services on campus.
- Choosing to serve on a Union Council Advisory Board as a student representative
- Completing a required ServSafe certification course to safely assist in cooking workshops.

Associate Director of Culinary Education

Applicants should be excited and passionate about educating college students about cooking, as well as exploring other cultures' cuisines, local restaurants, chefs, and food systems. The Culinary Education AD will be our committee's go-to person for planning cooking demonstrations and orchestrating details of ingredient planning and recipes with the person(s) leading the demonstration. We are looking for someone who is excited to be in a kitchen and work with others to sample worldly cuisines. Specific responsibilities for the **Associate Director of Culinary Education** will include...

- Coordinate committee members' efforts to:
 - Developing working relationships with UW Dining and Catering services on campus as well as local restaurants and chefs.
 - Incorporate the importance of exploring local and global food systems as well as a wide range of cultural influences.
 - Focus on food sustainability, justice, and practicality of demonstrations for the purposes of strengthening the transition and relationship between college students and food.
- Creating a schedule and plan for cooking demonstrations and outreach events throughout the year.
- Assisting in reserving spaces and rooms for Cuisine events demonstrations.
- Having the opportunity to work with Union Advisory Boards to develop effective policy for allowing exploration of diverse cuisines in Union spaces.
- Choosing to serve on a Union Council Advisory Board as a student representative
- Completing a required ServSafe certification course to safely assist in cooking demonstrations and workshops.