



Title: Recipe Curator
Reports To: Program and Grants Manager
Department: Program and Grants
Status: Volunteer

Organization Overview

Together Women Rise is a powerful community of women and allies dedicated to achieving global gender equality. We have hundreds of chapters across the U.S. where members come together to learn about gender equality issues, give grants to organizations that empower women and girls in low-income countries, and build community to forge meaningful connections with each other and with women and allies around the world.

Position Summary

The Recipe Curator is responsible for ensuring that recipes, photos, and the Proven Platter are produced each month to complement the Featured Grantee home country. The Recipe Curator will research, create, and test all recipes promoted by Together Women Rise. These materials play a key role in attracting, engaging, and educating Together Women Rise members. The Recipe Curator will report directly to the Program and Grants Manager but will also work with the Education Coordinator and the Volunteer Manager.

Essential Responsibilities

Promote and communicate Together Women Rise's vision, mission, and culture by producing recipes that highlight different countries and expressions represented by our Featured Grant recipients. Recognize the powerful associations of women to food, life, and nurture in all cultures.

Volunteer Duties May Include:

- Researching international recipes via websites, cookbooks, blogs, etc.
- Creating original recipes inspired by the produce, proteins, spices, or cooking methods of the featured country.
- Choosing one to three (1-3) recipes per month that will be featured on our website and one (1) recipe to be the subject of the Proven Platter shared via our newsletters.
- Writing compelling step-by-step instructions that will enable home cooks of all experience levels to succeed.
- Testing all final recipes and taking photos of each recipe to be submitted to the Education Coordinator.
- Accepting feedback and edits from staff and adhering to deadlines.
- Ensuring all materials created are free of copyright or other restrictions.
- Attending periodic meetings with staff, the Education Coordinator, and other recipe curators.

Skills and Attributes:

- Excellent research and writing skills. Experience with blogging or online content creation a plus.
- Passion for global gender equality, and a commitment to equity, inclusion, diversity and accessibility.
- Interest in cooking and experimenting with new ideas and recipes.
- Responsible and reliable, able to meet deadlines and edit material quickly.
- Strong attention to detail.
- Open to feedback and evaluation.
- Timely and responsive in correspondence via email and phone.

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