



COMMUNITY FOOD SECURITY COALITION



3830 SE Division St. Portland, OR 97202 503-954-2970 www.foodsecurity.org

Position Announcement Training and Technical Assistance Program Manager Community Food Security Coalition

ORGANIZATION DESCRIPTION

Established in 1994, the Community Food Security Coalition (CFSC) provides leadership to the rapidly expanding food systems movement. CFSC has 500 organizational members across the US and Canada, and catalyzes food systems that are healthy, sustainable, just, and democratic by building community voice and capacity for change. The Coalition achieves its goals through a comprehensive blend of training, education, and advocacy to further the efforts of grassroots groups to create effective solutions from the ground up.

CFSC has operated national training and technical assistance (T&TA) programs since 1997 focused on a wide variety of topics, including program evaluation, food policy councils, farm to cafeteria, healthy corner stores, and more. CFSC is a technical assistance provider to the *Communities Putting Prevention to Work (CPPW)* initiative through the Department of Health and Human Services and the Centers for Disease Control and Prevention (CDC). Through this program, it aids the efforts of communities across the country to prevent obesity through food system change. CFSC also supports Community Food Project grantees and applicants with developing successful programs that build the food self-reliance of low-income communities. CFSC also co-hosts the Healthy Corner Stores Network and the National Farm to School Network with other partners.

JOB DESCRIPTION AND RESPONSIBILITIES

This mid-level position will have multiple responsibilities. The Program Manager will co-coordinate the Healthy Corner Stores Network, provide support to the CPPW-funded communities on healthy corner stores, and coordinate several other technical assistance services targeting Community Food Projects applicants and grantees. The Program Manager will also participate in joint projects with other CFSC technical assistance staff on an ad hoc basis.

In the future, the Program Manager will branch out beyond a focus on healthy corner stores to promote and support other types of food-related community economic development initiatives in underserved communities. The Program Manager will have the opportunity to help shape this new area of work for CFSC over the next two years as funding is secured, working with staff and CFSC's Community Economic Development committee. This new area of work will involve identifying and documenting successful models and practices, facilitating information sharing and peer-to-peer-learning, and convening existing leaders in the field to develop collaborative solutions. It will likely focus on advancing innovative, collaborative, and community-based approaches to incubate and support local businesses, develop food system infrastructure, support workforce development for green jobs, link local farms with markets, and increase access to healthy foods in underserved communities.

The ideal candidate will have excellent communications and organizing skills, along with expertise in healthy corner store initiatives or other food-related community economic development in low-income

communities and/or communities of color. S/he also will have experience coordinating relevant technical assistance and information dissemination efforts.

This is a full time position based at our Portland, OR office. The Program Manager will report to the Education and Capacity Building Director. His/her responsibilities include:

- Co-convene the Healthy Corner Store Network, including facilitating communication and planning among three co-leads, organizing webinars, coordinating a technical assistance service, updating and expanding the website, preparing brief written materials, and coordinating the program evaluation
- Support CPPW-funded communities to develop healthy corner stores through information dissemination and coordination of expert consultants
- Support Community Food Project grantees and applicants through establishing learning communities, coordinating assistance with program planning and proposal development, and by contributing to development of a national referral service
- Assist in program planning and fundraising for expansion of CFSC's CED-related work
- Provide guidance to other CFSC program staff as they relate to community economic development
- Other staff duties as appropriate

QUALIFICATIONS

- Minimum of five years full time experience in public education, program delivery, and/or technical assistance efforts, preferably focused on food systems and/or community economic development
- Experience working with programs to improve food retail and/or food access in underserved communities
- Excellent oral and written communication skills
- Strategic thinker
- Excellent coordination and organizing skills
- Experience working with a diverse set of stakeholders, including groups from low-income communities or communities of color and business interests
- Experience and comfort working in collaborative settings with multiple organizational partners
- College graduate (or equivalent work experience). A graduate degree in a relevant field is a plus.
- Self-starter
- Ability to travel nationally as needed (approximately three to six trips per year)
- Ability to work well both independently and as part of a team
- Ability to handle multiple projects in a fast moving environment
- Reside in the Portland, OR area or be willing to move there by March 2011
- Computer literate, especially with MS Office. Word Press and experience on Macs a plus

COMPENSATION AND BENEFITS

Compensation for this full-time position is in the low to mid fifties. CFSC offers excellent benefits, including health, vision, life, and dental insurance; a retirement plan; and vacation and sick leave.

APPLICATION: Send resume, cover letter, salary history, and contact information for three references to Andy Fisher at andy@foodsecurity.org. Please place "Program Manager" in subject line of the e-mail. Deadline for applications is January 6, 2010. Open until filled.

CFSC is an equal opportunity employer that considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any legally protected status.