



## Position Announcement

### Central Regional Community Impact Coordinator

Application Dates:

**September 2, 2021 (open) Until Filled.**

**Internal and External Posting**

#### **About Us:**

Since 1981, the Foodbank of Southeastern Virginia and the Eastern Shore, a member of Feeding America™ and the Federation of Virginia Food Banks, has been providing food for hungry people throughout Southeastern Virginia and on the Eastern Shore. In support of our mission, which is “leading the effort to eliminate hunger in our community” - the Foodbank has distributed over 300 million meals throughout our 4,745 square mile service area, which includes the cities of Norfolk, Portsmouth, Chesapeake, Suffolk, Franklin and Virginia Beach as well as the counties of Southampton, Northampton, Sussex, Isle of Wight and Accomack. For up-to-date information on the Foodbank, visit [www.foodbankonline.org](http://www.foodbankonline.org), Facebook, or Twitter.

**Position Overview:** The Central Regional Community Impact Coordinator for Foodbank of Southeastern Virginia and the Eastern Shore (FSEVA) will report to the Community Impact Manager and serve as a vital team member in the Programs Department. The Central Regional Community Impact Coordinator will manage and coordinate outreach, collective impact and capacity building efforts in the cities of Norfolk and Portsmouth.

#### **Duties and Responsibilities:**

- Identify the need for and support Foodbank transformational initiatives aimed at addressing the root causes of hunger, to promote food security and positive physical health outcomes. Programs include but are not limited to Healthy Food Pantry Program, Food Hubs, The Community Feed, campus pantry initiatives and other future programs. Using an equity lens, assist, organize, and develop collaborative partnerships in under-resourced neighborhoods disparately impacted by hunger and food insecurity.
- Establish and/or actively participate in regional collective impact initiatives.
- Enhance existing community partner relationships and develop new partnerships that support the Foodbank’s efforts to build pathways for impacted communities to achieve access to living wage careers, including but not limited to higher education, workforce development partnerships, financial literacy and other training and resources.
- Ensure the provision of technical assistance needed by these community partners.
- Provide ongoing evaluation of regional needs and the capabilities of our transformational programs and partnerships, paying particular attention to areas of low resources and high need, pounds/meals per person in poverty and other measurements of hunger and food insecurity.
- Review, compile and analyze trend data to assess program impact, make recommendations for program enhancements, or in partnership with Community Impact Manager, make recommendations for new programs and strategies related to poverty, hunger, preventative health and food policy to address community needs.
- Stay current on local and federal nutrition program participation rates.
- Participate in the Agency Advisory Council meetings, as requested.
- Partner with SNAP Community Access Coordinator to ensure that community partners and program sites have information on SNAP benefits and eligibility.
- Serve as a liaison and implementation coordinator for the FSEVA identified client data tracking system for the Central Region. Execute an onboarding process for partner agencies and program sites, and serve as the contact person for any system/reporting.

**Qualifications:**

- Minimum: High School Diploma.
- Preferred: Associate's or Bachelor's Degree.
- Minimum: 2 years of progressive experience in nonprofit, human services field with a demonstrated ability to work with people from a variety of backgrounds, and community impact planning.

**Required Skills, Abilities & Certifications/Licenses:**

- Ability to partner with key community partners.
- Knowledge of community resources and services.
- Community minded with strong relationship or "people" skills; outreach skills.
- Excellent interpersonal, verbal and written communication skills.
- Excellent computer skills: Microsoft Office and ability to quickly learn and master in-house computer software programs.
- Excellent organizational, teamwork and relationship building skills.
- Demonstrated ability to clearly, concisely and effectively communicate orally and in writing.
- Ability to prioritize, meet deadlines and produce results in a fast-paced environment.
- Excellent customer service skills and ability to train or teach others with clarity, flexibility, and organization.
- Able to research and coordinate resources, as well as analyze and interpret demographic, geographic and other relevant data sets as it relates to the Food Bank's service area and network of partner agencies.
- Critical thinking skills to identify strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Ability to manage, supervise and deliver results on multiple projects and activities.
- Valid Driver's License.

**Travel Requirements:**

- Local and regional travel required. Overnight travel required for Feeding America Capacity Institute participation.

**Physical Demands:** While performing duties of this job, the employee is regularly required to when working in office or warehouse environment.

- This job requires that weight be lifted or force be exerted up to 25 pounds when handling donations, documents and files.
- Close vision (clear vision at 20 inches or less) working with documents, computer screens and filing.
- Distance vision (clear vision at 20 feet or more), peripheral vision, depth perception and ability to adjust focus when operating equipment.
- Regularly required to talk or hear when communicating with employees and clients.
- Use hands and fingers to handle, or feel.
- Reach with hands and arms.
- The employee frequently is required to stand and or walk for extended periods of time.
- The employee must be able to climb or balance.
- The employee is occasionally required to stoop, kneel, crouch, or crawl.

**Job Type:** Full-time.

**Pay:** Up to \$20.29 per hour. Salary is commensurate with education and experience.

**Benefits:** Health, Paid Time Off, 12 Paid Holidays, 401K, Employee Development, Scholarship Program.

**How to Apply:** <https://foodbankonline.org/about-us/careers/> or email cover letter and resume to [orfrecruiting@foodbankonline.org](mailto:orfrecruiting@foodbankonline.org) , Subject: Central Regional Community Impact Coordinator Position

The Foodbank of Southeastern Virginia and the Eastern Shore is committed to the full inclusion of all qualified individuals. If a reasonable accommodation is needed to complete the application process please contact the employer directly at [orfrecruiting@foodbankonline.org](mailto:orfrecruiting@foodbankonline.org).

*The Foodbank of Southeastern Virginia and the Eastern Shore is an Equal Opportunity Employer. The Foodbank encourages applications from qualified persons of every race, ethnicity, national origin, religion, sex, age, veteran status, sexual orientation, and disability.*