

## **Director of Hunger**

This position will lead all internal and external hunger initiatives as well as manage all supporting operations. Director is responsible for the successful execution of the Women's and Children's Community Kitchen and the Smart Lunch Smart Kid and food box programs. The Director will lead a team of four and ensure quality experiences for both clients and volunteers. The position will also source the food, work collaboratively with the Community Engagement team to staff volunteers as needed, deliver food boxes to the appropriate organizations, manage warehouse operations, and maintain food safety standards throughout the supply chain.

### **Duties and Responsibilities include, but are not limited to the following:**

- Grow current programs as well as develop and implement new hunger relief programs in line with HOPE Atlanta's strategic plan.
- Assess and understand client needs to provide strategic direction to the organization on how to best meet these needs.
- Establish and hold team accountable for goals that ensure hunger programs deliver results.
- Provide performance management and coaching to staff.
- Actively seek opportunities to represent HOPE Atlanta and hunger programs with partners and stakeholders at events and meetings.
- Ensure key community partnerships are established and nurtured for successful execution of hunger programs.
- Work closely with the Development team to engage volunteers, identify and increase funding streams, and help support corporate sponsorships/events and promotional opportunities.
- Partner with internal program directors to provide social workers with what they need to support their housing efforts.

### **Hunger Operations**

- Source food from current partners and expand relationships to secure additional products, including ordering and delivery. This involves working with the Atlanta Community Food Bank and Publix to forecast and plan so we have what we need.
- Partner with Fundraising and Outreach to ensure product is available for volunteer packing events and program needs.
- Ensure inventory is accurate, accessible, and in good condition.
- Oversee delivery of food from ACFB, Publix, and others to the warehouse and pick up of food/boxes by our community partners.
- Maximize food distribution and space utilization.
- Ensure both warehouse equipment, vehicles, and facilities are in proper working order.
- Conduct or schedule preventative maintenance on vehicles as needed and log appropriately.
- Identifies supply chain weak points and works with the COO to implement solutions.
- Maintains food safety standards throughout the supply chain.
- Maintains safety standards for warehouse and volunteer operations.
- Troubleshoot issues as they arise.

### **Environment:**

- Foster and manage a welcoming, positive, and safe environment for all clients, volunteers, vendors, employees, and community service workers.

- Promote team culture in all working relationships with staff and volunteers.
- Maintain positive relations with partnering agencies, food vendors, donors and volunteers.

**Qualifications:**

- A bachelor's degree is required, preferably in social work, sociology, or psychology.
- Work in hunger programming is required.
- 3-5 years of experience working with persons with disabilities, mental health, substance abuse and chronically homeless population(s) is preferred.
- Proficiency in Microsoft Office (Word, Excel, Outlook, etc.); experience using CRM systems a plus, i.e. Salesforce GA HMIS (ClientTrack).
- Valid drivers license required with safe driving record.

**Knowledge, Skills and Abilities**

- Innovative, strategic thinker who can approach challenges and quickly create solutions.
- Ability to set goals and critically analyze activities to determine if goals were achieved.
- Ability to effectively manage around the organization.
- Capable of building strong partnerships with other organizations engaged in the issue of hunger.
- Ability to self-start and work both independently and collaboratively.
- Ability to manage diverse projects and multiple priorities.
- Familiarity with Georgia's policy systems and implementation structures of federal nutrition programs.
- Ability to work effectively with people from diverse backgrounds.
- Forklift operation. Training will be provided.