



THE FOOD BANK FOR CENTRAL & NORTHEAST MISSOURI

JOB DESCRIPTION TITLE: Director of Programs

CLASSIFICATION: Full-Time, Exempt

SUPERVISOR: Executive Director

JOB QUALIFICATIONS:

- Master's degree or equivalent experience and education preferred
- Excellent oral and written communication skills
- Superior problem solving and conflict management skills
- Minimum of 3 years professional experience addressing the needs of the low income community
- Proven management and supervisory skills; minimum of 3 years supervisory experience
- Proficient in technologies including web-based applications

JOB DUTIES:

- Provide leadership, direction and oversight to all Program Department staff, including Agency Relations, Children's Programs and SNAP Coordinators.
- Serve as a member of The Food Bank Senior Leadership team.
- Provide leadership and work closely with the Operations team to ensure food distribution through Partner Agencies, Mobile Pantries and Children's Feeding programs.
- Coordinate agency monitoring program: develop and direct overall plan for agency inspections and periodic reviews according to Feeding America standards.
- Coordinate monitoring of Buddy Pack distribution and Summer Feeding Program within schools and host organizations.
- Strengthen community connection to The Food Bank by building an engaged and well-stewarded network of agency and school related data and information for reporting and auditing purposes.
- Review new agency applications and address issues with current agencies.
- Maintain hunger mapping across all service area counties to determine need saturation of existing agency locations; recommending new pantries/agencies when deficient areas are identified.
- Maintain an effective client feedback loop to ensure constant alignment with our clients' needs.
- Partner with and support other TFB functions – particularly Operations, Volunteer Programs, Development, Communications and Community Relations to provide the best possible service to our clients and increase the efficiency and impact of The Food Bank as a whole.
- Travel periodically within 32 county service area to visit agencies/pantries; no overnights required.

Send cover letter, resume with references to Christina Dablemont at cdablemont@sharefoodbringhope.org and complete online application.