

Position Title:	Senior Director – Hunger Prevention Services	Department:	Hunger Prevention Services	
Reports to:	Chief Operating Officer	Classification	Exempt X	Non Exempt
Date:	July 2018	Supervises:	Yes X	No

This position requires an effective leader with creativity and critical thinking ability as well as excellent communication skills. The Senior Director will create and implement a vision that expands hunger prevention (food and nutrition) services to meet and adapt to the changing needs of the community. The successful candidate will create effective, sustainable partnerships and streamline processes for existing and new operations opportunities that improve nutrition and reduce hunger.

Basic Functions & Scope of Job

- Responsible for the successful development, growth, maintenance, and operations of Hunger Prevention direct client services (Food Banks) and our Food Warehouse which serves Snohomish County
- Creates plan and actively participates in community fundraising related to Hunger Prevention Services with Development staff to ensure strong community support
- Is a visible and effective leader in the Snohomish County Food Bank Coalition; develops and models best practice and enhances the effectiveness of nutrition and hunger prevention county-wide
- Directs the development of core service area strategic planning with executive team to align strategy with agency’s goals and objectives
- Develops short and long range business plans for programs with a focus on revenue development, cost controls, community involvement, and improved client support
- Supervises appropriate program operational staff
- Controls budget for core service area
- Acts as the spokesperson for the service area to government agencies, community organizations, individual donors and the public
- Provides strong presence and advocacy in the communities served and builds social collateral

Attributes & Interpersonal Skills

- Creates a positive work environment and fosters a cohesive team
- Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully
- Resolves conflict and is able to identify potential conflict either amongst others or those being cause by oneself
- Demonstrates a focus on quality by being accurate and thorough; looks for ways to improve processes and deliverables
- Understands big picture and is able to visualize solutions
- Able to accept and adapt to both ambiguity and a rapidly changing environment
- Accepts responsibility for one’s own actions and follows through on commitments
- Takes initiative and independent action; asks questions wisely and as necessary
- Committed to the agency’s mission and objectives

- Has a curious nature and need to learn and encourage learning in others

Qualifications, Certifications & Experience Required

- Bachelor's Degree in Relevant Field
- 5+ Years of Proven Leadership & Team Building Experience
- Experience managing volunteer driven programs strongly preferred
- Supervisory experience required
- Knowledgeable and skilled in all MS Office applications
- Ability to work some evenings and weekends
- Experience in food related industry strongly preferred
- Must pass background check for working with vulnerable populations
- Previous government contract and reporting knowledge preferred

If you wish to apply for this position, please send your cover letter and resume to:

recruiter@voaww.org

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