



Wanted: Versatile, experienced, energetic individual to join our team at Hands On Hartford as the **new Director of Food, Nutrition and Culinary Programs at Hands On Hartford (HOH)** to provide leadership and management of HOH's community pantry, children's backpack nutrition program, community and holiday meals, as well as the HOH shared kitchen and café/catering programs

Why work at Hands On Hartford: Hands On Hartford, in partnership with others, strengthens community in Hartford by responding faithfully to people in need through programs that change lives and renew human possibility. We're a 52-year old nonprofit that values team work, inclusivity, and takes strengths-based, harm reduction, collaborative approach to all we do.

As the Director of Food, Nutrition, and Culinary Programs at HOH you'll make a difference in the lives of the folks we serve, and the culinary entrepreneurs, as well as in fostering a well-supported and impactful team of staff, by:

- Providing leadership for the overall planning, development and delivery of HOH's food, nutrition and culinary programs.
- Leading visioning, planning, service improvements, and expansion of services to meet community needs.
- Managing the operations of the kids backpack, pantry and meals programs and holiday meals.
- Supporting the shared kitchen and café manager in coordinating the impactful and efficient operations of those programs.
- Working with director of CQI and staff development to establish, modify, meet and report on program goals, process measures and impacts.
- Recruiting, hiring, supervising, training, supporting, and evaluating team members.
- Directing and managing the food, nutrition and culinary programs' operations, program budget and reporting, procurement and following of agency fiscal policies.
- Ensuring that program leadership and staff have access to and utilize/share information used to guide service delivery.
- Serving on the agency director level leadership team and representing HOH in a variety of settings and with a myriad of stakeholders, supporters and collaborators.

This could be the position for you if you:

- Believe in our mission and core values and are committed to diversity, equity and inclusion.
- Have a desire to grow professionally and to support others in doing the same.
- Have a minimum of a bachelors degree and at least five years of related experience (or a masters degree and at least three years of related experience).
- Have at least two years of management and staff/program leadership and supervisory experience.
- Lead with energy and enthusiasm; and possess excellent organizational and communication skills.
- Are creative, have some schedule flexibility, and thrive as part of a team.
- Have knowledge and proficiency in using computer applications, including Windows.
- Possess a valid driver's license, registered and insured motor vehicle and are able to lift and carry at least 25 pounds.
- Fluency in Spanish and English and some business or culinary enterprise background a plus.

When: Salaried, exempt position which requires a minimum 40-hour work week. Some flexibility in the work schedule is expected; occasional holiday coverage.

What we offer full time employees:

- Generous medical/dental/disability/life benefits
- Dedicated, diverse, and friendly co-workers
- Paid time off – 12 holidays, vacation, personal time, and sick leave
- 401 K employer contribution and employer match
- Free on-site parking

If this sounds interesting to you:

Send letter of interest & resume to: Barbara Shaw, LCSW, Executive Director

Hands On Hartford, 55 Bartholomew Ave, Hartford CT 06106.

Email bshaw@handsonhartford.org

Closing date: 10/8/2021

AA/EOE