



Project Coordinator, Philadelphia School Nutrition Program

The Food Trust is seeking energetic and committed individuals for full-time positions to implement our school-based nutrition education program. This is a unique opportunity to positively impact children's health by providing nutrition education and increased access to nutritious and affordable food in lower income communities. The Food Trust's Nutrition Education Programs are funded by the USDA's Food Stamp Program. Please visit our website at www.TheFoodTrust.org for more information.

The Program Coordinator serves as a nutrition educator in approximately 4 public schools throughout Philadelphia. Coordinators provide nutrition education to schools on a weekly basis on topics such as fruits & vegetables, whole grains and promoting healthy lifestyles. Coordinators also provide support to a team of 3 program associates. This is a unique opportunity to positively impact children's health by providing nutrition education and increased access to nutritious and affordable food in lower income communities.

Responsibilities include:

- Establish and foster relationships with teachers, nurses, principals and school staff
- Provide nutrition education to students and caregivers to improve the overall health of the school community in the form of classroom lessons, school markets, school-wide events, and caregiver workshops
- Train teachers to successfully integrate nutrition education into their classrooms
- Collect documentation from teachers on an ongoing basis for program funding purposes
- Deliver educational materials to schools

Additional responsibilities include:

- Support associates in implementing programming in their schools through assisting with classroom lessons, school-wide activities, fruit markets, professional developments, teacher meetings, documentation collection and delivery of materials
- Assist in training new staff
- Meet with managers on a weekly basis to assess region's progress
- Work with other coordinators and managers over the summer to develop programming for the school year

Qualifications: Bachelors Degree with course work in dietetics and/or nutrition. Leadership experience. Ability to handle multiple priorities, organize time effectively, and work independently and as a team player. Strong oral, written and communication skills; bilingual is a plus. Interest in urban education and a desire to work with school-age children, school staff, and caregivers. Program Associate positions involve regular travel throughout the Philadelphia region and require a valid driver's license and access to a reliable vehicle. The ideal candidate will have the following characteristics: a style that promotes collaboration and communication; a high energy level; public speaking skills; a sense of humor; an open mind; a commitment to The Food Trust's mission.

Salary: Competitive, based on education and experience.

Job Open Date: August to October 2008

To apply: E-mail your résumé and cover letter to contact@thefoodtrust.org or fax to 215-575-0466. Please reference “Program Coordinator, School Nutrition Program” in the subject line. Please do not call.

The Food Trust adheres to the policy of providing equal employment opportunities to all job applicants and employees regardless of race, color, religion, sex, age, national origin, veteran status, disability or sexual orientation.