

## Project Associate (Healthy Corner Stores): Trenton, NJ

The Food Trust is a nationally recognized nonprofit dedicated to ensuring that everyone has access to affordable, nutritious food and information to make healthy decisions. Headquartered in Philadelphia, The Food Trust works with neighborhoods, schools, grocers, farmers, and policymakers across the country to develop a comprehensive approach to improved food access that combines nutrition education and greater availability of affordable, healthy food. More information about The Food Trust is available at [www.TheFoodTrust.org](http://www.TheFoodTrust.org).

### POSITION SUMMARY

The Project Associate will support The Food Trust in the implementation of a healthy corner store program in Trenton that focuses on improving access to healthy foods, promoting equity, and helping support the well-being of Trenton residents, as well as conducting nutrition education events and lessons in select corner stores and after-school sites. The associate will also assist in the development and coordination of programming across the state, including recruitment and programming in corner stores through the New Jersey SNAP-Ed Program. This effort is part of the Trenton Community Health Collaborative, which seeks to reduce rates of childhood obesity in Trenton, and the statewide Healthy Corner Store Initiative in New Jersey.

### ESSENTIAL FUNCTIONS

- Collaborate with the New Jersey Partnership for Healthy Kids and other Trenton Community Health Collaborative partners, The Food Trust's NJ HCSI project management, corner store owners, local suppliers, farmers and community partners to develop and implement sustainable strategies for bringing fresh produce and other healthy foods to corner stores in targeted Trenton communities
- Assist in coordination of overall operation of the project with supervision from project management and input from the New Jersey Department of Health, New Jersey Partnership for Healthy Kids and other Trenton Community Health Collaborative partners
- Oversee and assist in the identification and recruitment of corner stores in New Jersey, with a focus on Trenton
- Implement social marketing campaign and other marketing materials
- Collaborate with project partners to cultivate local entrepreneurship, coordinate store trainings, store conversion plans, and adopt cost effective business strategies
- Implement nutrition education in stores and afterschool sites.
- Collaborate with partner organizations to implement in-store health screenings and increase overall wellness in the Trenton community.
- Promote program to teachers, school/afterschool community, store owners and partners to ensure high level of participation.
- Administer program evaluation after all field activities.



## **KNOWLEDGE, SKILLS AND ABILITIES**

- A. Understanding of The Food Trusts' mission, goals, and objectives and ability to work independently with a high level of energy and contribute as part of a larger team.
- B. Knowledge of the concepts and practices associated with fresh food retail, small business development or social enterprises.
- C. Ability to travel in and around New Jersey to conduct community outreach and implement programming activities in diverse areas.
- D. Knowledge of community-based business development practices.
- E. Ability to operate a computer and use a variety of common software programs including Microsoft Office, Access database, Excel, and customized databases.
- F. Strong written and verbal communication skills (English and Spanish) and ability to effectively communicate with individuals and groups.
- G. Ability to organize tasks in an efficient manner and follow-up and follow-through with strong attention to detail in a fast-paced environment.
- H. Ability to effectively and efficiently coordinate programming and special events.
- I. Possesses strong interpersonal skills as demonstrated by compassionate, courteous, cordial, cooperative, and professional interaction with diverse groups of co-workers, external business partners, corner store owners, and the community.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- 1. The noise level in the work environment is usually moderate.
- 2. Although work is primarily indoors, you will be required to travel outside to corner stores and other community locations/special events on a regular basis.
- 3. Position may require occasional trips to attend conferences seminars, and meetings.
- 4. May require working non-traditional hours based on operational needs.

## **EXPERIENCE, EDUCATION AND LICENSURE**

**Minimum Experience:** 1+ years of related experience of business background with knowledge of fresh food retail, small business development and social enterprises strongly preferred. Familiarity with economic development and community revitalization strategies, experience with community based work and community outreach.

**Minimum Education:** BA/BS degree from an accredited college or university in a related field of study strongly desired.

**License:** Valid and updated driver's license is required along with access to a reliable vehicle. Position involves frequent travel throughout Trenton's target neighborhoods and to The Food Trust's office in Philadelphia, PA.

**Language:** Proficiency (written and verbal) in Spanish is required.

**SALARY/PAY RATE:** The Food Trust offers competitive pay, a comprehensive benefit program, and a supportive, mission-driven work environment where you can grow and learn both professionally and personally and be part of a great team.

**EMPLOYMENT CATEGORY:** Full-time, 40 hours/week; non-exempt

**JOB OPEN DATE:** Immediately

**To apply:** Email your résumé and cover letter to [jobs@thefoodtrust.org](mailto:jobs@thefoodtrust.org). Please reference “Trenton Associate” in the subject line.

*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.*