



SENIOR ASSOCIATE, NATIONAL CAMPAIGN FOR HEALTHY FOOD ACCESS PHILADELPHIA, PA

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 in the city and 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.

POSITION SUMMARY

The Food Trust is seeking an energetic and committed individual to support the National Campaign for Healthy Food Access, a multi-state effort to increase access to and build demand for healthy food in underserved communities. The National Campaign includes advocacy for and management of Healthy Food Financing Initiatives (HFFI) across the country to support healthy food retail development in underserved communities, as well as a variety of other strategies that achieve our goals of improving access to and building demand for healthy food including healthy food marketing, healthy food incentive programs, projects related to the Supplemental Nutrition Assistance Program (SNAP) and more. The Senior Associate is considered senior agency staff and will lead projects related to these efforts, develop and maintain stakeholder relationships, present to individuals and groups on behalf of agency projects, support relevant fundraising efforts and research and report on trends and factors important to our work. The Senior Associate will be assigned specific geographic, project, or other focus areas based on operational needs.

ESSENTIAL FUNCTIONS

- Lead projects related to HFFI advocacy and implementation, healthy food marketing, healthy food incentive programs, and/or the Supplemental Nutrition Assistance Program (SNAP), including providing strategic oversight and direction.
- Develop and manage relationships with stakeholders for advocacy campaigns related to healthy food access, financing, and healthy food outlets in underserved communities.
- Provide technical assistance, support and mentorship to other team members, including Project Manager, Coordinator and Associate positions.
- Provide technical assistance to external partners and other key stakeholders.
- Participate in TFT consulting projects as necessary.
- Coordinate, research, write, and edit reports and other materials for publication on food access and other related topics.
- Write grants and support team fundraising efforts.
- Provide supervision, support and performance counseling to staff as required.

KNOWLEDGE, SKILLS AND ABILITIES

- Strong relationship and staff management skills
- Demonstrated oral and written communication skills, including presentations and public speaking

- Knowledge of data and policy analysis
- Ability to write grants and fundraise
- Ability to manage multiple, competing projects
- Ability to deliver technical assistance to diverse partners
- Strong working knowledge of MS Excel, PowerPoint, Word, Google Docs etc.

PHYSICAL DEMANDS

The physical demands 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. While performing the duties of this job, the employee will frequently stand; walk; sit; use hands to finger, handle, or feel objects, tools or equipment; reach with hands and arms; balance; talk or hear. The employee will occasionally climb stairs; stoop; kneel; crouch or crawl; taste or smell.
2. The employee will regularly spend time sitting at a desk working at a computer workstation keyboarding, using a telephone, and performing routine clerical duties.
3. The employee must occasionally lift and/or move up to 25 pounds.
4. Operate related office equipment and use necessary tools.
5. Specific vision abilities required by the job include frequent reading and close vision; distance vision; color vision; peripheral vision; depth perception; and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristic 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. Position is full-time (40 hours/week); with a schedule of Mon-Fri, 9am - 5pm; based in The Food Trust's headquarters in Philadelphia. You must be able to be in this office during these standard work hours when not in the field or traveling for work.
3. Position involves frequent direct, field-based work in urban and rural communities with moderate to high crime and poverty rates throughout the United States.
4. Must possess a valid U.S. driver's license with insurance and access to a reliable form of transportation.
5. Although work is primarily indoors, you will be required to travel outside to partner sites and meetings, local programming sites, and other community locations on a regular basis.
6. This position requires frequent travel by air, train, and car – 1-2 overnight trips per month (of 1-3 nights' duration each, either separately or consecutively) to conferences, partner meetings, and client sites throughout the U.S. can be expected, with some month's requiring more frequent travel.
7. May require working non-traditional hours based on operational needs.

EXPERIENCE, EDUCATION AND LICENSURE

BA/BS degree from an accredited college or university in related field of study. Masters preferred. Eight years of experience in a public policy, community/economic development and/or advocacy or related environment preferred.

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

JOB OPEN DATE: IMMEDIATELY

TO APPLY: Email your résumé and cover letter to jobs@thefoodtrust.org. **Please reference “SENIOR ASSOCIATE - NATIONAL CAMPAIGN” in the subject line.** Please do not call.