



Association of Arizona Food Banks

2100 N. Central Avenue, Suite 230 | Phoenix, AZ 85004-1400

602.528.3434 | 800.445.1914 | Fax 602.528.3838

www.azfoodbanks.org

Job Title: Community Programs Manager
Status: Full Time, Exempt; Benefits Eligible
Reports to: Director of Field Operations

The Association of Arizona Food Banks (AAFB) is a 501(c)(3) nonprofit organization looking for a committed, community-minded person who values our vision of a hunger-free Arizona to join our small but mighty team.

Position Description

If you have a passion for supporting community partners in the fight to end hunger, this position is for you! This position is responsible for engaging with organizations and communities as it relates to supporting current solutions to food insecurity or identifying unmet needs. Some key tasks will be to conduct outreach to build and manage relationships with community partners, manage key projects of AAFB that support community partners, and represent AAFB and the food bank network in a variety of settings. Because our staff is small, if you have other skills or interests they will be put to good use!

Key Skills, Knowledge and Abilities:

- Resiliency to adapt to the changing needs of hunger and community partners
- Excellent verbal and written communication skills including the ability to present to various audiences
- Ability to organize ideas and present findings in a logical manner
- Ability to build relationships with a wide variety of audiences
- Excellent organizational skills and ability to work on multiple projects concurrently
- Demonstrate strong initiative and ability to work both independently and within a team
- Ability to build consensus and convene multiple stakeholders
- Familiarity with data analysis and proactive problem-solving skills

Primary Responsibilities:

- Conduct outreach and develop partnerships to explore specific communities or vulnerable populations that experience significant food insecurity.
- Convene key stakeholders in developing or implementing solutions to food insecurity within specific communities or vulnerable populations. Develop these ideas into working plans that are fundable by outside grants.
- Support AAFB's child nutrition outreach work through partnership with schools, community partners and food banks. Help manage relationships with funders of this work.
- Manage AAFB's AmeriCorps Vista program to include providing support to current AmeriCorps Vistas, manage grantor relationship and provide support to sites as needed.
- Establish and coordinate trainings and workshops to support food bank agencies or other community partners statewide.
- Manage AAFB's grant making programs to include promotion to potential applicants, guiding decision processes, conducting needed follow up and maintaining relationships with grantees for story and report collection.
- Represent AAFB and the food bank network at community meetings, coalitions and miscellaneous events as needed. This will include managing event coordination as needed.

Minimum Qualifications for Education, Training and Experience:

Bachelor's Degree and experience with conducting outreach, relationship building and/or coalition building. Familiarity with hunger and poverty issues, especially in Arizona, or willingness to learn. Bilingual (Spanish) a plus.



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Valid Arizona Driver's License and the willingness to travel routinely in Maricopa County and occasionally in other parts of the state. Must have reliable transportation.

Salary Range: \$48,000-\$53,000 depending upon experience and qualifications

To apply:

Please forward a cover letter and resume with details of prior experience to April Bradham at april@azfoodbanks.org.