



Healthy Food Education Program Manager

Position Title: Healthy Food Education Program Manager

Reports: CEO

Location: Hybrid with field time within Baltimore-Washington, DC area

Position Type: Full-time, exempt position

We are looking for a dynamic and passionate Healthy Food Education Program Manager to join our team! Do you have a passion for nutrition, but especially nutrition in service to low-income diverse community members? Are you creative, a self-starter, and good at building relationships with diverse groups of community members? Do you have experience creating new projects related to nutrition education efforts? If so, we encourage you to apply!

ABOUT THE ORGANIZATION: AfriThrive is a 501(c)(3) organization dedicated to improving the health and well-being of underserved immigrant and minority families and communities through increased access to culturally appropriate healthy foods, youth skills development, and economic opportunity. Our programs and services are designed to disrupt the cycle of spending trade-offs between food and other critical necessities that perpetuate food insecurity. By taking an integrated and holistic approach to pair food with other critical social determinants of health interventions, AfriThrive seeks to increase family stability. For more information regarding AfriThrive, please visit www.afri thrive.org

POSITION SUMMARY: The position will be an integral part of a small, dynamic team. The Healthy Food Education Program Manager will plan, coordinate, and deliver our culturally appropriate Healthy Food Initiative program. This position collaborates with Baltimore County community partners for Nawisha “Nourish” Food Hub Pantry for Better Health project that seeks to increase access to healthy culturally appropriate nutritious foods for people experiencing food insecurity; engage program volunteers and deliver nutrition education to community members; lead new nutrition initiatives, including healthcare partnerships to support healthy eating; and evaluate programs for greater impact. The ideal candidate will be passionate about our mission, self-driven, persuasive, and ready to help lead our community to sustainable and equitable local food systems, better health, and wellness.

Key Responsibilities

- Manage the overall coordination of AfriThrive’s food and nutrition education programs to ensure they meet objectives within grant guidelines and our mission.
- Support and design program responses to food insecurity that provide choice and dignity to people experiencing food insecurity.
- Collaborate with other team members to develop nutrition education materials and resources for a variety of audiences.
- Oversee the development of a curriculum on culturally appropriate healthy eating to prevent health related chronic diseases in our community.
- Organize and facilitate nutrition education webinars and cooking classes to promote food sovereignty and healthy eating lifestyle.
- Collaborate with Community Ambassadors program and engage with elected officials, system partners and community stakeholders.
- Develop relationships with food assistance organizations to identify trends, develop innovative service delivery models and share best practices.



- Build relationships and engage with diverse groups of interns, volunteers, and community partners such as schools, healthcare clinics, community centers and a variety of other organizations and non-profits to ensure collaboration and coordination of innovative projects.
- Engage in communication and development activities to grow our food and nutrition programs.
- Work with appropriate staff to write and submit grants.
- Assist with documenting and reporting grant outcomes.
- Other duties as assigned.

Required Qualifications

- Bachelor's degree in community nutrition, public health, health education, or equivalent combination of education and/or experience.
- Proven ability to network with community resources, build relationships and create community partnerships.
- Strong understanding of and/or working experience with the food-insecure households.
- A flexible work schedule, with some evenings and weekend hours required.
- Excellent verbal and written communication skills.
- Strong organizational, planning, and time management skills.
- Excellent interpersonal skills and cultural sensitivity to work in a variety of settings with diverse persons and communities.
- Ability to facilitate meetings with key community stakeholders and other service providers.
- Ability to coordinate multiple projects/tasks, simultaneously, in a small work environment.
- Excellent tech skills, including Microsoft Office and Google; familiarity with Canva a plus.
- Ability to obtain ServSafe Food Protection Manager Certification within the first 6 months.
- Experience managing state or federal grants a plus.

Compensation & Benefits

This is a regular, full-time, exempt position. The salary range for this position is **\$47,000- \$53,000** with the opportunity for an annual merit-based raise. **Benefit packages** include health insurance (medical, dental, and vision), and paid vacation, holiday, and sick leave. Due to the COVID-19 pandemic, all AfriThrive employees are currently working remotely but being physically present in the office may be a requirement in the future.

How to Apply

If you are interested in this position, please email your letter of interest, resume, and contact information of three professional references to info@afri thrive.org. Please include **Healthy Food Education Program Manager** on subject line. **Resumes will be accepted on a rolling basis until the position is filled. Review of resumes will commence on February 15, 2023. Anticipated start date, March 2023.**

Equal Opportunity Employer: AfriThrive is an equal opportunity employer. We strongly encourage applications from people of color, immigrants, bilingual and bicultural individuals. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.