Program Impact Manager (part-time position)

**Position Title:** Program Impact Manager- part-time  
**Reports:** President and 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 Program Impact Manager to join our team! Are you creative, a self-starter, and good at building relationships with diverse groups of community members? Are you willing to take responsibility for a wide variety of activities and initiatives that come with the launch of a new growth strategy? 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.afrithrive.org](http://www.afrithrive.org)

**POSITION SUMMARY:** The position will be an integral part of a small, dynamic team. The Program Impact Manager (PIM) will work closely with the President and CEO on strategy development, planning, execution and measuring of organizational effectiveness. Reporting to the President and CEO, the PIM will have responsibility for measuring and communicating the impact of AfriThrive’s programs and services. The ideal candidate will be equity-focused professional who is deeply passionate about our mission, self-driven, and ready to help lead our community achieve sustainable and equitable local food systems, better health, and wellness.

**Key Responsibilities**

**Program Strategy**

- Work with President and CEO and other leadership to measure and monitor progress against the strategic plan and develop new/revised plans as necessary
- Work closely with staff to create the tools and processes to operationalize learning in projects and how we understand the impact of our work
- Identify and develop appropriate metrics for evaluation, and drive implementation of a comprehensive and flexible impact measurement strategy.
- Support and promote a culture of reflection, learning, and data-based decision making.
- Track qualitative and quantitative success stories and data points from our project activities.

**Partnerships Development**

- Work collaboratively with partners to develop and implement community engagement activities and events that foster community-building and participation.
- Seek and develop new relationships with community-based organizations and community members serving for greater impact.
- Support fundraising efforts for the organization, including working with the team to engage new and existing donors, and overseeing successful execution of grant deliverables.
Special Events Management

- Manage new and existing annual events including the gala, volunteer appreciation dinner etc.
- Work with team members to identify potential sponsors within the food/beverage industry, develop event exposure opportunities, and assess in-kind needs from new and existing corporate sponsors.
- Evaluate the success of an event by tracking attendance rates and other metrics, such as sponsorships and ticket sales.
- Support volunteer event committees and event volunteers.
- Other duties as assigned.

Required Qualifications

- Bachelor’s degree with a minimum three years of professional experience in the non-profit sector.
- Experience in leading design and implementation of performance and impact evaluations of projects solving complex problems
- 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 data visualization techniques, including dashboard creations in Excel, or other software.

Compensation

This is a part-time position with 20 hours per week with opportunity to evolve into a full-time position based on merit. Salary commensurate with experience, starting range $21/hour- $24/hour. 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@afrithrive.org. Please include Community Impact Manager on subject line. Resumes will be accepted on a rolling basis until the position is filled. Anticipated start date, February 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.