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FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

Job Title: **Director of Farm to School and Food Access**

FLSA Status: Exempt

Reports to: Director of Nutrition Services

Revision Date: March 2024

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## POSITION SUMMARY:

The **full time Director of Farm to School and Food Access for the MetroWest YMCA** is responsible for supporting the operations of nutrition programs including but not limited to the Child and Adult Food Care Program (CACFP), Summer Food Service Program (SFSP), catering operations, and food access efforts. This position will act as the lead for our Farm to School efforts, creating innovative farming strategies to integrate agriculture into our food programs. This position will play a key role in community and member relationships. **Annual exempt salary from \$52,000 - \$58,000! Competitive benefits and free household MetroWest YMCA membership!** Equal Opportunity Employer.

## ESSENTIAL FUNCTIONS:

- Lead all agricultural efforts across the association to create Farm to School initiatives. Engage in continued education for best farming practices, recipes and menus, development, reducing food waste, and increasing access for YMCA food programs and community members to healthy, local produce.
- Attend all required CACFP and SFSP training as required by the state agency to ensure compliance with documentation, audits, reporting, billing, and other related tasks.
- Works cooperatively with the Director of Food Services to develop catering programs. This includes establishing new business in the community, maintaining relationships with customers, creating individualized menus, overseeing food production and quality, delivery and cleanup of operations, and customer satisfaction.
- Responsible for leading food access for members and the greater community by procuring new partners, maintaining relationships with 'Spoonful's, A Place to Turn, Fair Foods, and other community partners. Support monthly member distribution and continue to grow and develop food access programs.
- Assist with food preparation, packaging, and delivery to support all nutrition programs as needed.
- Hires, trains, and supervises staff and volunteers in assigned areas. Facilitates communication and provides leadership. Models' relationship-building skills (including Listen First) in all interactions.
- Provides leadership and support to the annual fundraising campaign and volunteer committees/ boards as assigned. Develops and maintains effective working relationships within the community.
- Serve as a Healthy Eating and Physical Activity (HEPA) champion to implement these standards across Association and greater community.
- Works cooperatively with the Building and Grounds Director to ensure the cleanliness and safety of all program and facility areas.
- Maintains all certifications and training hours necessary for the position to include First Aid, CPR and O2 training, and ServSafe.

## QUALIFICATIONS:

- Bachelor's degree in Nutrition preferred.
- Ability to direct programs through supervision of volunteers and staff, development and monitoring of budgets, marketing and public relations, program development and fund-raising.
- Have the ability to handle multiple tasks at the same time; excellent organization and time management skills.
- Prefer knowledge of and previous experience with diverse populations.
- Ability to establish and maintain collaborations with community organizations.
- Must have driver's license, clean driving record, and access to vehicle.
- ServSafe, CPR, O2, First Aid certifications are required.
- Must be physically capable to set up program equipment and have the ability to hear and see activities and problems as they occur.

Qualified and interested applicants please submit a cover letter and resume to [Employment@metrowestymca.org](mailto:Employment@metrowestymca.org) or apply online.

**TO APPLY, CLICK HERE TO FILL OUT THE APPLICATION. THEN, SAVE YOUR APPLICATION AND EMAIL IT TO [EMPLOYMENT@METROWESTYMCA.ORG](mailto:EMPLOYMENT@METROWESTYMCA.ORG)**