

Job Title: Advocacy and Community Engagement Coordinator
Department: Communications
Reports To: Advocacy Manager
Classification: Regular, Full-Time, Non-Exempt
Location: Concord, CA

**Do you want a career that allows you to make an impact in the lives of others through social change?
Are you passionate about ending hunger in America?
If so, we want to hear from you!**

The Advocacy and Community Engagement Coordinator brings the Food Bank to a position of anti-hunger leadership in the community through strong relationships with community members, community based organizations, partner food banks, and elected officials at the local, state, and national level. This position works collaboratively with internal and external stakeholders to promote nutritious, dignified, and affordable food access.

Essential Duties and Responsibilities

- Conduct outreach, plan community events, facilitate listening sessions, and employ other tactics to identify, engage, and prepare low-income community members to be effective advocates and leaders in the fight against hunger and poverty.
- Build relationships with Food Bank clients and maintain internal databases that document their stories, feedback, and solutions.
- Attend and represent the Food Bank, providing leadership in local, state, and federal advocacy coalitions, policy conferences, forums, etc.
- Organize community members, including clients, staff, agencies, volunteers, and others to attend Hunger Action Day, legislative hearings, lobby days, and other days of action in Sacramento.
- Educate and engage partner agencies, Northern California food banks, and other community based organizations on our legislative agenda to strengthen their advocacy and organizing capacity.
- Educate and engage Board of Directors, high-level volunteers, and donors in Food Bank policy initiatives.
- Work closely with Food Bank staff, including the CalFresh outreach team to engage with clients and inform our advocacy efforts.
- Manage internal and external communications about hunger issues, advocacy activities, and partner relationships.
- Lead internal efforts for National Hunger Action Month.
- Other duties as assigned.

Qualifications

- Bachelor's degree with emphasis in public policy, nutrition, non-profit management or a related field and one to three years demonstrated experience in public policy, community organizing, and empowering community members to share their stories publically to advance social change. An equivalent combination of education and experience will be considered.
- Strong commitment to social justice and the Food Bank's mission to end hunger.

- Valid California Driver's license and insurance, and ability to be covered under the Food Bank's auto insurance required. Ability to drive personal car for work related purposes (mileage will be reimbursed at the standard Federal rate).
- Bilingual English/Spanish, preferred.
- Must be comfortable speaking to large groups of people in public settings.
- Curriculum development, volunteer engagement, coalition building, or management experiences a plus.
- Ability to work independently, take initiative, and assume responsibility for new and emerging projects.
- Strong critical thinking, problem solving, collaboration, and decision-making skills. Ability to thrive in a fast-paced environment where limited standardization exists.
- Occasionally lift and/or move up to 15 pounds.

Additional Information

This is a grant funded position.

Benefits

We value our employees' time and efforts. Our commitment to your success is enhanced by our competitive and extensive benefits package including health, dental, and vision, life insurance, flexible spending account, 403(b), and paid leave to eligible employees. Plus, we work to maintain the best possible environment for our employees, where people can learn and grow with the company. We strive to provide a collaborative, creative environment where each person feels encouraged to contribute to our processes, decisions, planning and culture.

To Apply

Please send your resume and any supporting documents to hr@foodbankccs.org with the subject line: **"Advocacy and Community Engagement Coordinator."** Email submission is preferred.

Or by mail to:

**Food Bank of Contra Costa and Solano
Attn: Human Resources
P.O. Box 6324
Concord, CA 94524**

For more information about us, please visit: <http://www.foodbankccs.org>

The Food Bank of Contra Costa and Solano is an Equal Opportunity Employer