



## Safety, Compliance, and Risk Manager

- Do you believe food is a human right?
- Do you want to use your safety and compliance knowledge to help change the lives of tens of thousands of Alameda County community members in a meaningful way?
- Do you see a potential safety hazard and think, “Not on my watch!”?
- Are you an experienced risk mitigation professional ready to apply your skills to help one of the Bay Area’s top non-profits — and a nationally recognized leader in hunger relief — demonstrate its community impact?

If you’re thinking “That’s me!” — Alameda County Community Food Bank could be looking for **you** as our next **Safety, Compliance, and Risk Manager**.

The Safety, Compliance and Risk Manager reports to the Director of Operations and works closely with the Warehouse & Facilities Manager, Transportation Manager, Finance and HR teams. The SCR Manager will lead three key functions: employee and visitor safety, compliance with regulations, risk mitigation and management. The role requires familiarity and comfort applying a broad range of standards as applicable to different facets of operations. Maintaining and updating policy according to the changing regulatory landscape, creating appropriate response protocol, then working across teams to train and implement are primary responsibilities for this role. This position supervises Security staff and manages third-party safety and security companies, and related vendors.

Alameda County Community Food Bank has been at the forefront of hunger relief efforts for 35 years. Few nonprofits are as well-respected – or have a bigger impact on the community – than we do. Through a network of over 300 agency partners, we serve 1 in 5 county residents and will provide enough food for over 50 million meals this year. We’re forward thinkers who encourage innovation. We’re changing lives, we’re proud of our work, and we’re having fun doing it!

With our latest strategic plan, we are setting a bold trajectory for the long-term work required to dismantle the systems that perpetuate poverty, including racism. Our staff regularly engage in conversations about race, class, power and privilege as part of our organizational commitment to equity, diversity and inclusion. Please learn more about our efforts at [www.accfb.org](http://www.accfb.org).

### **KNOWLEDGE, SKILLS AND ABILITIES**

#### Required Competencies

- 2+ years’ experience in safety leadership or risk management role.
- Strong knowledge of OSHA regulations required.
- Extensive knowledge of safety culture, high reliability concepts, and cause analysis.
- Proven track record of creative, effective, and measured solutions to eliminate risk hazards.
- Strong computer skills including Microsoft/Google office software, video conferencing, database programs, and web-based research.
- Highly effective written and verbal communication skills, including ability to sequence concepts logically; gain understanding of complex material; clarify, and clearly and concisely articulate, complex information and concepts in an approachable manner that makes them easily understandable to decision makers.
- Ability to build credibility across all levels of the organization.
- Ability to effectively identify issues, research and analyze complex matters, assess potential exposure and propose alternative courses of action.
- Ability to think through and evaluate practical consequences of alternatives and strategies.
- Ability to exercise creativity, innovation, and resourcefulness to address issues and resolve problems.
- Ability to keep specialty field of knowledge current and learn and gain experience in new areas of specialization as our needs evolve over time.
- Ability to work outside of normal work hours, on weekends and evenings, as needed.

- Valid California Class C Driver's License, insurable driving record and access to vehicle for spontaneous local travel.

#### Preferred Qualifications

- Formal education in Occupational Health, Risk Management, or related field.
- Prior experience with DOT regulations, Cal-OSHA Distribution Center Management, Alameda County ServSafe, Food Storage Safety (AIB), office ergonomics and other relevant safety certifications.
- In depth knowledge of the commercial insurance industry

#### **PERSONAL ATTRIBUTES AND VALUES**

- Passion, enthusiasm, focus, and creativity around Alameda County Community Food Bank's vision, mission and values of community, leadership, transparency, and diversity.
- Impeccable integrity and honesty
- Servant-leadership mentality with a sense of humor!
- Strong work ethic with an orientation towards constant innovation, learning and process improvement
- Exhibit calm under pressure demonstrate leadership qualities in stressful situations.
- Innovative self-starter and problem solver with a bias towards action
- Ability to work both independently and in a collaborative setting with people of diverse backgrounds/circumstances.

#### **PHYSICAL REQUIREMENTS**

This work is located in an office environment. Physical activities necessary in the performance of this job: ability to sit at a computer workstation for up to five hours at a time, ability to move throughout the 118,000 sq ft. Food Bank facility in performance of duties, and ability to bend, lift and carry up to 30 lbs. on occasion. Ability to communicate in clear speaking voice in person, before large groups and over the phone. Ability to interpret instructions and questions when asked. Ability to operate computer equipment. Insurable driving record with access to transportation to travel to local events and meetings with external parties.

#### **BENEFITS AND COMPENSATION**

This is a full-time, exempt position working Monday through Friday, 8:30 a.m. to 5:00 p.m. (7.5 hour workday; 1 hour unpaid lunch). The non-negotiable starting salary for this position is \$91,350 per year. We offer an outstanding benefit package including:

- Medical: ACCFB pays 100% for employees and 93% for dependents for our Kaiser HMO. Buy-up options to Blue Shield Platinum or Gold PPO plans are available.
- Dental: 100% employer-paid for employees and their dependents.
- Vision: Paid by employees.
- Paid time off starting at: 15 vacation days, 12 sick days, 12 holidays, and four paid early closures annually.
- Pre-tax Flexible Spending and Commuter Accounts.
- Employer-paid life, AD&D & LTD insurance, as well as buy-up options for increased coverage.
- 403(b) plan available on the first day with employer match after one year. Fully vested at three years.
- Employee Assistance Program for employees and dependents.
- Free 1:1 financial coaching and an interest, service fee and credit requirement-free short-term loan program.

**If you meet these qualifications and want to join our mission, please submit your resume and answer the application questions on our careers page located at [accfb.org/careers](http://accfb.org/careers).**

Alameda County Community Food Bank honors our differences and is committed to creating a workplace that celebrates and reflects the diversity of our Community. Applicants who contribute to this diversity are strongly encouraged to apply. ACCFB provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, ACCFB complies with applicable state and local laws governing nondiscrimination in employment in every location in which the ACCFB has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.