



Director of Warehouse and Transportation Logistics

- **Do you believe the most important part to warehouse, transportation, and facilities operations are its people?**
- Do you have operations leadership in warehouse, facility, and fleet management?
- Are you ready to join a team of people-centric strategic leaders to eradicate hunger?
- Do you want to apply your passion for operations to helping one of the Bay Area's top non-profits — and a nationally recognized leader in hunger relief — achieve its mission?

If you said, "I'm ready!", then the Alameda County Community Food Bank may be looking for ***you*** as our **Director of Warehouse and Transportation Logistics!**

As a member of the Leadership Team, the Director of Warehouse and Transportation Logistics will collaborate in continuing the work to build a people-focused warehouse, continue to lead a transportation and facilities operation that meets the needs of the community – furthering the work towards the eradication of hunger – and meeting or exceeding annual distribution targets. Reporting to the VP of Operations, this position will develop, implement, and lead exceptional operational results in the areas of warehouse, transportation logistics and facilities management to meet or exceed divisional goals. With this in mind, an emphasis in holding equal priority to the development of staff and the efficient growth and improvement of the end-to-end supply chain process will be an ongoing framework that the Director of Warehouse and Transportation Logistics will need to apply. Empowering their team to continuously improve and ensure that team members feel connected to the overall strategy and direction of the food bank will be a regular responsibility.

Alameda County Community Food Bank is a well-established and multi-faceted organization, which has been at the forefront of hunger relief efforts for 35 years. As one of the most efficient direct-impact organizations in the country, few nonprofits are as well-respected — or have a bigger impact on the community — as us. We are a dedicated group of mission-driven people who serve 1 in 5 county residents and will provide enough food for 30 million meals this year. But that barely scratches the surface of all our work. We're changing lives ... we're forward thinkers who encourage innovation ... we're proud of our work ... and we're having fun doing it!

With our new 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.

KNOWLEDGE, SKILLS AND ABILITIES

Required Competencies

- 5+ years of relevant operations leadership experience in an associate director or higher role; significant knowledge of logistics, inventory, distribution, and general warehouse operations.
- 6+ years of experience in facility and fleet management.
- 6+ years in a higher-level supervisory capacity with demonstrated ability to assess, utilize and develop personnel in medium and large-scale teams.
- Demonstrated ability to manage diverse, multi-tiered teams of 30+; delegates effectively, gives the authority to work independently, and holds team members to a high standard of excellence and accountability.
- Learner who takes time to understand all aspects of processes and works collaboratively with front line staff gathering feedback and participation to continually improve.

- Clear and persuasive communicator with the ability to build collaborative professional relationships; adept at giving and receiving feedback and navigating difficult conversations with people of diverse backgrounds and circumstances.
- Proven experience with complex project management, setting and driving timelines and deliverables, building consensus in a fast-paced environment and leading others to achieve ambitious results.
- Adept and proven abilities with change management concepts and implantation with a focus on people centered solutions.
- Strong teambuilder and proven ability to develop feedback and participation in problem solving from operations team members who aren't naturally inclined to speaking up and sharing.
- Strong troubleshooting and problem-solving skills able to adapt in a quickly changing business environment; solution-oriented critical thinker; able to analyze data and derive actionable strategic insights.
- Knowledge of all local, state, and national laws and regulations relevant in a Food Bank environment.
- Proficient with Microsoft Office Suite; working knowledge of ERP systems and logistics software.
- Able to travel for the organization and work beyond normal working hours when necessary.
- Valid CA driver's license with an insurable driving record. (Personal vehicle not required.)

Preferred Qualifications

- Food banking experience or experience with produce or another dynamic inventory.
- Experience driving continuous improvement practices with an emphasis on creating and promoting within team culture, including training team members on LEAN and continuous improvement practices.
- Experience in a nonprofit environment with a variety of stakeholders and deeply rooted community values.
- Advanced certification in Six Sigma, Lean, or similar approaches to operations management.

PERSONAL ATTRIBUTES AND VALUES

- Passion, enthusiasm, focus, and creativity around Alameda County Community Food Bank's vision, mission and values of community, leadership, transparency, innovation, and diversity.
- Passionate voice for operations department throughout the organization.
- Leads as an action-oriented big picture thinker, yet manages details with a high degree of efficacy, flexibility, and professionalism; brings a roll-up-the-sleeves, can-do attitude.
- Influencer who builds strong relationships and cares deeply about people development and commits time and energy to coaching, mentoring, and developing team members.
- Possesses cultural competence and is committed to diversity, equity, and inclusion; is diplomatic, comfortable with ambiguity, and thrives in dynamic, hard-working environments.
- Excellent judgement, impeccable integrity, and honesty.
- Works collaboratively, with an orientation toward innovation and process improvement; appreciates the value of consensus building.

PHYSICAL REQUIREMENTS

Ability to sit for long periods of time and use computer for long periods of time. Ability to conduct tours in warehouse on a regular basis. The following physical activities are necessary in the performance of this job: ability to read and write in English. Ability to use a computer to accomplish the duties of the position, including typing and seeing. Ability to think strategically, communicate expectations and establish priorities.

BENEFITS AND COMPENSATION

This is a full-time, exempt position working Monday through Friday, 7:00 a.m. to 3:30 p.m. (37.5 hours per week, one-hour unpaid lunch) every day onsite at our 7900 Edgewater facility. The non-negotiable starting salary for this position is \$144,500 annually. 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 HMO or 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 ongoing 1:1 financial coaching and access to an interest, service fee and credit requirement-free short-term loan program after six-months on staff.

If you meet these qualifications and want to join our mission, please send your *resume*, and answer the application questions through our Careers page located at 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.

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