



Position Title:	Facilities Manager
Reports to:	Chief Operations Officer
Status:	Full-Time, Exempt
Days and Hours:	Monday – Friday (~40 hours/week); 7:00 am – 3:30 pm. Occasional evenings and weekends as needed.
Location:	Onsite across two facilities in Goleta, CA and Santa Maria, CA. Regular travel between locations is required.
Salary Range:	\$67,000 - \$85,000 annualized, taxable, depending on experience

About the Organization

The Foodbank of Santa Barbara County (Foodbank) is committed to ending hunger and transforming the health of Santa Barbara County through good nutrition. With nutrition education, disaster preparedness, environmental sustainability, and community resilience at the forefront of our mission, we are working to solve the underlying causes of hunger in Santa Barbara County.

About the Position

The Facilities Manager plays a vital role in advancing the Foodbank’s mission by ensuring our spaces, equipment, and infrastructure operate safely, efficiently, and reliably every day. This role shapes the physical environment that makes food distribution, disaster response, and community programs possible across Santa Barbara County.

Working across two facilities in Goleta and Santa Maria, the Facilities Manager leads capital planning, maintenance strategy, safety practices, and vendor partnerships that keep operations running smoothly today while preparing for future growth. This position is ideal for someone who enjoys improving systems, managing complex projects, and working collaboratively to solve operational challenges that have meaningful community impact.

Duties and Responsibilities

Facilities and Capital Asset Management

- Lead long-term planning for buildings, fleet, equipment, and infrastructure, including lifecycle forecasting and capital improvement priorities
- Ensure facilities operate safely, efficiently, and reliably in support of daily operations and organizational growth

- Identify and implement improvements that strengthen sustainability, safety, and operational effectiveness
- Plan and coordinate facility upgrades, renovations, and infrastructure projects in partnership with leadership
- Maintain asset tracking systems and preventive maintenance schedules

Maintenance, Safety, and Compliance

- Oversee maintenance, inspections, and repairs across facilities, grounds, warehouse equipment, and fleet
- Manage vendor relationships to ensure timely, cost-effective completion of services
- Ensure compliance with applicable safety regulations and operational standards, including OSHA guidelines where applicable
- Support implementation of workplace safety practices, trainings, and documentation
- Monitor security and building systems to support safe working environments
- Track and communicate maintenance activity, safety metrics, and operational risks

Leadership and Collaboration

- Supervise and support the Operations and Disaster Services Specialist through coaching, goal setting, and performance feedback
- Partner with department leaders to align facilities planning with program needs, emergency response readiness, and organizational priorities
- Develop and manage budgets related to facility operations, maintenance, and capital improvements
- Review vendor proposals, negotiate agreements, and approve expenses within delegated authority
- Participate in cross-functional planning groups related to safety, food defense, and operational continuity
- Support hiring, onboarding, and process improvement initiatives as needed

Essential Skills and Experience

- 4 to 6 years of experience in facilities management, capital asset management, industrial maintenance, or related field
- Demonstrated experience managing vendors, contracts, and maintenance projects
- Experience planning and implementing facility improvements or infrastructure projects
- Ability to interpret and apply safety standards and operational regulations
- Mechanical aptitude and ability to assess equipment or facility issues
- Experience managing budgets or tracking project costs
- Strong organizational and project management skills
- Clear written and verbal communication skills
- Ability to manage multiple priorities across two locations

Equivalent combinations of education, training, and experience will be considered.

Preferred Qualifications

- Experience in warehouse, food distribution, nonprofit, or logistics environments
- Familiarity with OSHA or workplace safety compliance practices
- Forklift certification or ability to obtain certification after hire
- Spanish language proficiency

Work Environment and Physical Requirements

This role includes both office and operational environments, including warehouse settings. Responsibilities may require:

- lifting up to 50 pounds
- standing, sitting, walking, bending, reaching, and climbing
- operating warehouse equipment
- traveling between Goleta and Santa Maria locations

Additional Requirements

- Valid California Driver's License and reliable transportation
- Ability to travel regularly between facilities located approximately 60 miles apart
- Ability to pass pre-employment physical and drug screen where permitted by law
- Occasional evening or weekend availability as operational needs require

The Foodbank of Santa Barbara County embraces a philosophy that recognizes and values diversity. Our goal is to attract, develop, retain and promote a talented diverse workforce in a culture where all employees will contribute to their fullest potential.

Benefits

We offer a comprehensive benefits package designed to support employee wellbeing and professional growth:

- 18 days of Paid Time Off for new hires, with increases over time
- 13 paid holidays annually
- Medical, dental, and vision insurance with 100 percent of employee premium covered
- Retirement savings plan with employer match up to 3 percent
- \$500 annual wellness benefit
- Professional development opportunities
- Employee Assistance Program offering confidential counseling and support services

How to Apply

Interested candidates can apply by clicking the link and completing the online application form. <https://foodbanksbc.bamboohr.com/careers/40?source=aWQ9NDE%3D>