



Position Description: Food Rescue Coordinator

Report to: Assistant Director

Purpose

The Food Rescue Coordinator is responsible for overseeing our food program for the Jesus Center. Our food program is the entry point for all other services and therefore a critical component of our overall efforts to provide respite, restoration and lasting transformation for God's children experiencing homelessness and poverty.

Duties and Responsibilities:

- Software integration and maintenance
- Outreach and Education within the community to build collaborations
 - Build partnerships with donor sites
 - Build partnerships with recipient partners
- Oversight of vocational training staff
- Work with Jesus Center kitchen team to integrate rescued food
- Collaborate with Jesus Center Food Services Manager on warehouse organization and food distribution
- Prepare reports with CalRecycle team for CalRecycle grant
- Team up with other CalRecycle team to insure the "greening" of the Jesus Center

Supervision

Vocational training staff

Qualifications

- Passion for sustainable practices
- Ability to learn and train on new software
- Organizational Skills
- Interpersonal Skills
- Computer skills: excel, email, google drive, word
- Strong communication skills
- A teachable spirit
- Experience in problem solving and vendor relations
- Creativity
- A concern and respect for the poor and hungry
- Commitment to the values of the Jesus Center and the long term best interests of the participants we serve
- Team Player: working with a diverse group of staff, participants and community members towards shared goals
- Supervisory skills
- Knowledge of work flow, delegation, and work design
- Wisdom