



Director of Nutrition

Introduction

Edmundite Missions has served the poorest of the poor since 1937 and continues to address the challenge of systemic poverty prevalent in Selma and in the Black Belt region of Alabama. We believe that each person is made in the image of God, imparting dignity to every person we serve. Our programs the most urgent needs of the community while also promoting the empowerment of people by achieving poverty eradication through educational and employment opportunities. We continually innovate to ensure both the short and long-term success of our fight against poverty.

We are looking for an individual with the passion and enthusiasm to join an exceptional team of compassionate and dedicated individuals who seek the greater good for all those we serve here in the Deep South. This is a full-time position. Compensation will be commensurate with experience. We offer excellent benefits including medical and dental insurance plan, vision plan, employer-paid short- and long-term disability, life and accidental death & dismemberment insurance, 401k plan with a generous 5% employer contribution, paid holidays, and paid time off (PTO) days.

Summary Job Description

The Director of Nutrition is responsible for planning and managing the implementation of all client and community nutrition education and experiential programs at Edmundite Missions in both Selma and in Mosses, AL. The Director will work closely with the Director of the Bosco Nutrition Center in the Directors role in education, as well as with the Administrative Assistant for Nutrition and the Director of the Good Shepherd Community Center in increasing Missions procurement of fresh produce for all programs. The Director is a full-time position reporting to the Vice President of Program Integration and is a member of the Program Managers team.

Responsibilities

Program Development

- Develop, maintain, and continually update a three-year plan, aligned with funder and Missions priorities, for the creation and growth of nutrition education at Edmundite Missions that centers on engaging and involving the community and Missions clients in improved nutrition
- Create and lead implementation of all program dimensions and activities
- Write and continually update all program descriptions for internal and external use
- Recruit and manage experts in nutrition to provide counsel

Education Program Implementation

- Coordinate inputs from across the Missions for nutrition education programs
- Schedule, organize and implement edutainment nutrition education events
- Recruit and manage outside participants in such events
- Working with the Director of the Bosco Nutrition Center, ensure all educational and nutritional materials and supplies for all education programs and events

Retail Relationships Development

- Develop and manage relationships with 2-3 retail outlets around the Missions campus to carry improved nutrition content or fresh foods
- Work with Extension and farmer organization partners to arrange supply
- Monitor use

Black Farmer Initiatives

- Assist Director of the Bosco Nutrition Center and the Director of the Good Shepherd Community Center to grow fresh foods procurement for all Missions operations
- Arrange for, schedule, promote, and manage farmers' markets on the Missions campus, in close coordination with farmer cooperative partners
- In close collaboration with the Vice President, Program Integration, develop the impact grantmaking process and advisory board
- With the Vice President, Program Integration, oversee the beta test of a black farmer grantmaking program to improve fresh produce infrastructure

Performance Measurement

- Working closely with the Vice President, Program Integration, develop a set of outputs and outcomes indicators as well as a dedicated set of quality measures
- Develop data collection and recording systems, consistent with the Missions Apricot performance system
- Input and maintain all associated data, producing outputs and reports on request

Program Administration

- Develop and maintain budgets for the program in line with funding parameters
- Write annual funder grant reports
- Provide to Vice President of Program Integration and Vice President of Philanthropy data and stories in support of Board reporting and program fundraising
- Attend weekly Program Manager meetings

Perform other duties as assigned**Characteristics**

- An unquestionable personal code of ethics, integrity and trust
- An understanding of the Catholic Church, its teachings and traditions
- Personal compassion for and commitment to those in need and respect for all individuals irrespective of their personal circumstances
- Comfortable with change and change management
- Strong verbal communications skills
- High energy and creativity
- An entrepreneurial spirit that thrives on challenge and organizational growth

Requirements

- Resident in Selma, Alabama or nearby community



- BA/BS in nutrition, business or related field
- At least 8 years of experience in nutrition programs
- Experience in both nonprofit and commercial settings regarding nutrition and community education
- Experience creating and/or growing programs that both build on organizational capacity and nurture organizational partnerships
- Fully vaccinated against Covid-19
- Willing to submit to background checks

Salary is commensurate with qualifications. Salary range: \$45,000 - \$50,000

Submit resume via email to hr@edmunditemissions.org