

## Social Enterprise Program Coordinator

*Kamloops Food Policy Council*



**This is a One-Year Contract Position** (subject to budgetary approval) **which commences June 4, 2018, and could potentially be extended at the end of the contract.**

**Approximately 15 hrs per week at \$25.00 per hour**

The Kamloops Food Policy Council (KFPC) is a dynamic, collaborative organization dedicated to working towards a regenerative food system. We are looking for a creative and committed team member who will work hard to help move our latest project forward.

Our Gleaning Abundance Program (GAP) runs through the summer and fall organizing volunteers to harvest fruit from local trees and distributing it to community organizations. This year, we will be starting a pilot project to dehydrate and freeze gleaned fruit for the Boys & Girls Club and conduct food literacy workshops for B&G Club kids. The purpose of the pilot project is to:

- Build capacity to take in more gleaned fruit and reduce food waste
- Provide local and nutritious snacks to low-income students in Boys and Girls Club programs
- Increase the accessibility of the Gleaning Abundance Program; offering an option for people to work in the kitchen in exchange for fruit or snacks will allow those with mobility issues to participate in the program
- Increase the self-sufficiency of the program through sales of snacks
- Include food literacy as a regular part of the Boys and Girls Club programs

The **Social Enterprise Program Coordinator** will be responsible for launching, growing and evaluating the social enterprise pilot project. This is not limited to, but will include, organizing and facilitating the “Fruit Transformation” sessions and planning and implementing the food literacy workshops. The successful candidate will also attend a series of Purrpl Social Enterprise training sessions to develop the skills and expertise needed for design and implementation of the second SE stream. The SE Program Coordinator will work closely with the GAP Coordinator, other KFPC staff, and a Social Enterprise summer student, as well as with groups of volunteers. Work will be based out of the KFPC Office at the Mount Paul Community Food Center (140 Laburnum St).

### Duties

- Launch the Social Enterprise Pilot Project including finalizing the Food Premise Application to Interior Health, and ensuring adherence to the health and safety requirements of our Food Safety Plan
- Help recruit volunteers and ensure there is a fun and engaging environment for them to work in
- Organize fruit transformation sessions including assembling necessary equipment and supplies, overseeing volunteers, and keeping accurate records
- Plan, organize, and facilitate food literacy workshops for Boys & Girls Club participants
- Complete a thorough evaluation process that includes assessing the financial feasibility of the Pilot Project, operational procedures, volunteer impact, benefit to the recipients of the products, and impact on the Boys and Girls Club
- Attend a number of Purrpl Social Enterprise training sessions with the idea of assessing the feasibility of, and developing a business plan, for expanding the number and type of products available
- Identify and secure additional funding opportunities to grow the program when new opportunities emerge
- Establish and strengthen relationships with potential project partners, including other non-profit organizations, as well as retailers and restaurants
- Work with the Community Food Action Program coordinator to increase the amount of fruit harvested from the Gleaning Abundance Program

## **Skills and Qualifications**

- Degree or Certificate in a food-related field such as health or nutrition and/or business, marketing or entrepreneurship and/or community development and education
- Project management skills and experience
- Strong writing and business planning skills and experience
- Current Food Safe certification
- Experience working with children in a teaching and learning environment
- Experience in food processing
- Valid BC Driver's License and clean Criminal Record check

## **Competencies**

- Demonstrated leadership and teamwork skills
- Organized, self-directed and resourceful
- Attention to detail regarding food processing and record-keeping
- Excellent oral and written communication skills
- Passionate about urban agriculture and food security
- Able to lift 40 lbs

Questions and resumes can be submitted to Sandra Frangiadakis, [gleaningabundance@gmail.com](mailto:gleaningabundance@gmail.com). Submission deadline is May 25, 2018 at 4pm. Please note that only those applicants selected for an interview will be contacted.