

Food for People, Inc.
PO Box 4922, Eureka, CA 95502

Invites your application for the position of:
Executive Director

Food for People, headquartered in Eureka CA, is pleased to announce a unique opportunity as our next Executive Director. We are looking for a strong, innovative individual who can work with minimal direction to replace our outgoing Executive Director who is retiring after a remarkable 22 year career. If you are a dynamic, strategic leader who enjoys being hands-on and working collaboratively to help us create a stronger, healthier Humboldt County, this is a great opportunity for you. We are seeking candidates who are enthusiastic about meeting challenges and ready to engage a dedicated group of staff and volunteers and a diverse network of community partners to help us achieve our mission and vision.

Our mission: Food for People is working to eliminate hunger and improve the health and well-being of our community through access to healthy and nutritious foods, community education, and advocacy.

Food for People is designated as the Food Bank for Humboldt County and we are considered one of Humboldt County's most prominent nonprofit organizations, providing hunger relief for more than 16,000 low income children, families, seniors, and others each month. Food for People currently operates a total of 18 countywide programs for individuals of all ages whose financial circumstances have left them without adequate resources to purchase food. A complete list of our programs is available on our web site at www.foodforpeople.org.

This is an exciting time for our organization as we are just completing construction of a new, main food bank facility that will ensure every person experiencing hunger in Humboldt County can access nutritious foods, and local children, seniors, and families can better connect with services that address the root causes of hunger and poverty.

Humboldt County and North Coast Region

Humboldt County is nestled along the Pacific coast in northern California's coastal redwood region, approximately 275 miles north of San Francisco and 100 miles south of Oregon. Humboldt County offers a welcoming environment, vibrant cultural arts and entertainment, Victorian architecture, and engaging outdoor activities that all combine to make for a wonderful place to live and work.

Rich in natural beauty, biological diversity and history, the Redwood Coast offers breathtaking views, hiking, biking, fishing, paddling, and many year-round outdoor adventurer opportunities. Eureka, the County seat overlooks historic Humboldt Bay, California's second largest bay, and home to commercial and recreational marinas. With a County population of about 135,500 residents spread throughout seven cities and multiple small unincorporated communities over a 4,000 square mile area, one can find their perfect home in town or in a rural setting with ocean views or amongst the redwoods.

The Executive Director Position:

The Executive Director holds the top management position and is responsible for the human and financial resources of Food for People in order to achieve the organization's mission. The Executive Director works collaboratively with an engaged Management Team and staff, a diverse pool of volunteers, a Board of Directors and the community. To that end, the Executive Director is responsible and accountable for all operational aspects of the organization and for implementing the policies set by the Board of Directors.

Desired Knowledge, Skills and Abilities:

We seek a leader with the ability to passionately follow Food for People's mission; has an excellent working knowledge of available financial resources and grant program opportunities available to food banks; and who possesses the knowledge and skills to efficiently administer our programs. You should have excellent oral, written, and interpersonal skills, and the ability to work effectively with an oversight Board, including the ability to engage the Board in effective resource development, and to inspire confidence by communicating candidly regarding all key issues facing the organization.

We value a leader with proven integrity who appreciates accountability, and demonstrates the highest ethical standards in all interactions. We value innovative leadership qualities which continually seek to provide excellent service through the development of new and improved methods in reducing hunger; encourage and support the best in ourselves and those we serve; and provide opportunities for everyone to participate in fulfilling our mission.

The Executive Director should have the ability to identify, cultivate and grow our donor base, work effectively to build and sustain volunteer involvement, and understand the processes involved in accessing quality nutritious foods. You should have the skill to foster cooperation and a sense of empowerment amongst our diverse staff, volunteers, and community partners, and possess a leadership style with the capacity to motivate, support, inspire, manage, and evaluate staff and independent contractors. Openness, compassion, and a commitment to diversity and inclusiveness is a must.

Qualifications:

We highly value effective leadership and experience, thus any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A complete list of the qualifications we are seeking can be found in the job description.

How to Apply:

This position is full time and salary will be based on the successful applicant's combination of skills and experience specific to the position within a range of \$100,000 to \$117,000/year. We provide health, dental, vision, and life insurance benefits, in addition to paid sick, vacation and holiday time. Optional participation in the CalSavers Retirement Savings Program is available and the organization is currently exploring other retirement plan options. This is a great position for someone who is interested in joining a diverse and dynamic team in support of an organization that truly makes a difference in thousands of lives right here in Humboldt County.

Please review the attached job description and qualifications. After reviewing, if you are interested in applying **applications must include:**

- Cover letter
- Résumé
- Completed Food for People application (available on our website at <http://foodforpeople.org/jobs>)
- At least three recent professional references and two personal references

Application packets and questions can be submitted via email to: hrteam@foodforpeople.org

This recruitment is open until filled, however for first consideration, application packets must be in the possession of Food for People no later than March 3rd, 2023. Incomplete application packets may be disqualified from consideration. Interviews will be scheduled with selected candidates.

The Selection Process:

Candidates will be kept confidential until the selected candidates are notified and invited to the interview process. Applications will be initially screened by an Executive Recruitment Subcommittee, and applications of top candidates will be presented to the Board of Directors for review. First panel interviews will likely be held virtually. The top candidates may be invited to a virtual “meet and greet” interview with the Executive Committee and the final interviews will be held with the full Board of Directors and Management Team.

Candidates will be advised of the status of the recruitment following finalist selection. Any offers of employment will be based upon the successful completion of a comprehensive reference and background check.

Food for People is an Equal Opportunity Employer