



United Way  
of Western Connecticut

## Food Policy Manager

United Way of Western CT is seeking a candidate to fill the position of **Food Policy Manager**. **This is a full-time position that requires an active presence in both Danbury and Stamford, CT. – currently taking place virtually to minimize risk of exposure to COVID-19.**

Join a growing organization focused on community change, partnerships, and improving lives in the areas of Education, Financial Stability and Health. United Way of Western Connecticut (UWWC) offices are located in Stamford, Danbury and New Milford. Organization offers excellent benefits package and is an equal opportunity employer. Individuals of diverse racial, ethnic, gender and cultural backgrounds along with bilingual candidates are strongly encouraged to apply.

### 1. Position Summary

The Food Policy Manager (FPM) at United Way of Western CT leads the charge up against one of our most impactful initiatives: providing food security and equitable access to healthy food for those who need it most. Serving those defined as being a part of the ALICE community (Asset Limited, Income Constrained, Employed), the primary role of the FPM is to create and implement a strategic direction for UWWC's food security programs and initiatives by integrating policy engagement and program operations. In this role, the FPM works through the lens of the big picture to ensure our program can serve this need today, tomorrow and well into the future. Most importantly, they bring heart, passion and humanity to our mission and encourage those involved in this program to do the same every step of the way. This is the critical connection that we believe makes all the difference in our program leaders.

Focusing on the Stamford and Danbury Food Collaboratives, they will outline ways to achieve the organization's overall food security goals and work closely with our Senior Leaders to ensure staff and volunteers are engaged and support UWWC's food security portfolio.

The FPM will manage high-level relationships with diverse stakeholders both within and outside of UWWC from donors, to volunteers, community partners and more across the region and state. As a member of the UWWC's Community Impact Team, they will provide leadership on the issue area of food policy across the organization. This position will require an active presence in both Stamford and Danbury, CT – currently taking place virtually to minimize risk of exposure to COVID-19.

***For consideration please forward cover letter and resume to [casey.levene@uwwesternct.org](mailto:casey.levene@uwwesternct.org).***

### 2. Essential Functions

- Work with Senior Management Team on strategic planning for the growth and development of community-oriented, research-based programming that will positively impact our communities
- Responsible for relationship with key community partners including research institutions, foundations, and government entities
- Oversee implementation, budget development, and monitoring of UWWC's food security programs, including Healthy Savings, a grocery discount program currently in a pilot phase.
- Craft and execute strategic plans for two community-level food collaboratives in partnership with external co-chairs
- Collaborate with Stamford community partners to implement Farm to School Planning Project grant in local high school



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- Support the development and collection of program data and outcomes and assist with grant reporting as needed
- Develop a comprehensive plan to increase community awareness and contributions that support food insecurity initiatives
- Collaborate with Community Impact Team to continuously update community needs data and promote data to public
- Research national programs that could have positive impact in our communities and bring stakeholders into the process to garner their input and assistance in implementing if deemed appropriate.

### **3. Core Competencies**

- Deep knowledge and understanding of U.S. and local food policy and systems, including policy landscape; food distribution; agriculture; school food; and community challenges and opportunities, particularly for those families historically underserved
- Ability to lead community groups through strategy development and program implementation, evaluation, and improvement
- Ability to conduct work in a manner that is highly organized, detail oriented, and ability to facilitate and coordinate several projects simultaneously
- Demonstrated strategic plan development and execution experience
- Demonstrated written and verbal communication and presentation skills
- Demonstrated active listening and interpersonal skills
- Demonstrated team building and volunteer management skills
- Experience in designing and facilitating community decision-making processes
- Experience in meeting facilitation
- Experience with fund development planning and funder cultivation
- Proficiency in Microsoft Office Product Suite (Word, Excel, PowerPoint) and virtual workplace and training technologies
- Strong attention to detail
- Ability to work independently and collaboratively within a virtual team environment

### **4. Required Experience and Education**

- Bachelor's degree in nutrition, public health, business or related field and/or equivalent combination of education and experience
- Experience in community-based food systems, health equity, strategic planning, and capacity-building
- Diverse candidates are strongly encouraged to apply
- Spanish-speaking preferred

***Statements in this Job Description are intended to describe the general nature of work being performed. They are not intended to be a complete list of all responsibilities, duties and skills required for the position.***