JOB ANNOUNCEMENT
Senior Program Manager, Bakersfield (Full-Time)

About Brighter Bites
Brighter Bites is a nonprofit that creates communities of health through fresh food with the goal of changing behavior among children and their families to prevent obesity and achieve long-term health. Brighter Bites is an evidence-based, multi-component elementary school, preschool, and summer camp program that utilizes reliable access to fruits and vegetables, nutrition education, and consistent exposure to recipes and messages that feature fresh food. To learn more about Brighter Bites visit https://brighterbites.org.

Role
The Senior Program Manager will play a central role in the management of programmatic activities in their home city's operations, overseen by the Regional Program Director. The Senior Program Manager works independently and collaboratively with Brighter Bites staff to manage, and implement all aspects of local programming. Other responsibilities include delivery of trainings, site monitoring, and evaluation management for Brighter Bites. This position requires excellent analytical, interpersonal, organizational, and writing skills, as well as independent judgment. The Senior Program Manager oversees both full- and part-time program staff as well as interns.

General Responsibilities
- Responsible for implementing all aspects of programming including but not limited to bagging, distribution, volunteer management, fun food experience and nutrition education.
- Building and maintaining relationships with program sites, staff, and volunteers.
- Supporting implementation of evaluation methodology.
- Supporting produce procurement, assisting with placing produce orders and working with produce and transportation partners to fulfill the quantity and variety of produce needs.
- Coordinating with warehouse logistics partners on scheduling and delivering produce requirements.
- Assisting in identifying schools for Brighter Bites programmatic needs.

- Facilitating operations, scheduling, supervising staff, tracking all program components, data management and reporting.
- Implementing, and managing program policies and procedures.
- In coordination with Regional Director, making administrative decisions, budgeting, marketing opportunities, assisting with local fundraising efforts and human resources for the city.
- Acting as office manager and partner liaison for the local Brighter Bites office.

Requirements
- Desire and passion in working with a mission-driven organization related to children and families.
- Excellent writing and interpersonal communication skills.
- Experience giving oral presentations.
- Experience managing full-time employees (preferred).
- Strong project management and problem solving skills.
- Comfort being managed remotely, reporting to multiple stakeholders, and collaborating remotely across departments and teams.
- Ability to adapt to different work styles and behaviors.
- Willingness to work occasional flexible hours.
- Ability to travel to various locations and be able to lift up to 50lbs.
- Bachelor's degree or higher in nutrition, public health, or a related field preferred.
- Conversational Spanish preferred.
- Must have access to a car
- Ability to show proof of COVID vaccination. Brighter Bites will consider accommodations for disability and religious based reasons.

To apply, please send resume and cover letter to
Katherine.McMahon@brighterbites.org
with "Senior Program Manager" in the subject line.