

Hazard/Perry County Cradle to Career Coalition

Food Security Coordinator

Job Description

Overview

Food Security Coordinator, Hazard/ Perry County Cradle to Career Coalition- Perry County, KY

Working in a never dull, supportive, growth-oriented environment, the Hazard/Perry County Cradle to Career Coalition's Food Security Coordinator leads and coordinates food security initiatives in Perry County, Kentucky to ensure children in the community have access to the nourishing food they need to succeed and thrive as learners and in life.

You will interact with the Hazard Perry County Cradle to Career Coalition's Leadership Table, volunteers, community members, and donors that are all working toward improving Perry County by establishing and strengthening partnerships, building awareness of food security issues and their impact on children, and supporting advocacy efforts to combat child food insecurity in the community.

This position is full-time (40 hours a week) and is hybrid with 1-2 days in office.

About the Hazard/Perry County Cradle to Career Coalition

The Hazard/Perry County Cradle to Career Coalition's [collective impact](#) approach supports our community in building sustainable cross-sector partnerships that improve community-level results for children cradle to career, beginning with a deep focus on Kindergarten Readiness, Third grade reading proficiency and Fifth grade Math proficiency. We establish local partnerships, develop local leaders, and provide accelerator funds for conducting results-based action planning and strategy implementation to achieve and sustain progress for children.

Vision

The Perry County Rural Accelerator Initiative was launched in May 2019, with the mission of accelerating progress toward cradle to career outcomes through proactive, collaborative, engagement of all community stakeholders. We hold a vision that "All children in Hazard/Perry County have a healthy and strong foundation to thrive as learners and in life. The coalition is working to achieve the following outcomes/results:

- 1) children will enter school ready to succeed-Kindergarten Readiness
- 2) children will exit third grade reading on grade level
- 3) Children will exit fifth grade proficient in math

Anchor Institution: [Perry County Community Foundation](#), with its regional parent, Foundation for Appalachian Kentucky is serving as the fiscal agent and community champion for collective impact work.

About the Foundation for Appalachian Kentucky

The [Foundation for Appalachian Kentucky](#) is a non-traditional, nationally accredited community foundation located in and serving the coal fields of Appalachian Kentucky. Located in Hazard, Kentucky, the Foundation works through our



affiliate network to advance locally controlled philanthropy, cultivate non-traditional local leadership, and build community capacity.

The Foundation serves as a hub and backbone for community groups, nonprofits, and affiliate boards working to make their communities better, such as the Perry County Rural Accelerator Initiative. The Hazard/Perry County Cradle to Career Coalition's Food Security Coordinator is employed by the Foundation for Appalachian Kentucky.

Main Responsibilities

Coordinating and Supporting Stakeholders:

- Work closely with the Save the Children team, Northfork Local Food, and other community stakeholders to strengthen the Perry County Food & Faith Coalition.
- Convene the Perry County Food & Faith Coalition, set agendas, facilitate meetings, and track next steps.
- Act as a liaison among external partners, donors, and other stakeholders to coordinate efforts across organizations.
- Function as the point of contact for the food security working group and the wider community, reaching out to local stakeholders to: coordinate disbursement of grant funding or gifts-in-kind, coordinate volunteers for food-related events in the community, and communicating partner's needs to Save the Children.
- Maintain an updated food resource list which is publicly accessible.
- Continue to build partnerships to expand emergency food access throughout the county and to all days of the week.

Leading Community Assessments, Action Planning & Implementation:

- Lead the community food assessment process to identify gaps and opportunities for strengthening the community food system and create a community food security plan.
- Lead implementation of the food security strategies identified in the community food security plan:
 - Develop an implementation timeline with community partners.
 - Work with community partners to facilitate the implementation of the identified strategies. This may include project planning, training, facilitating partnership development, barrier identification and resolution, resource acquisition, and other activities.
 - Monitor progress and performance to ensure effective and timely implementation of program timeline and objectives.

Budget Oversight & Programmatic Reporting:

- Oversee budget and spending on food security planning and implementation.
- Submit and enter programmatic monitoring data into tracking mechanisms on an ongoing basis.
- Ensure that partner staff understand data tracking mechanisms and are submitting data on a timely basis.
- Communicate clearly with Save the Children, Northfork Local Food, Perry County Community Foundation and other community partners through reports and other deliverables to share impact.
- Gather local success stories, quotes, and photos, illustrating the impact of the food security work for children, families, and the community.

Professional Development:

- Participate in trainings and professional learning opportunities.
- Share knowledge and experience with local teams and colleagues.

General

- Participate in overall organizational strategic planning as requested



- Participate in annual teams work planning and weekly staff meetings
- Actively participate in working groups and Leadership Table meetings.
- Contribute to a healthy, kind, and safe organizational culture that values equity, diversity, and inclusion
- Help ensure that all sensitive data is kept confidential and that data collection and management methods meet the [Save the Children- Child-Safeguarding policies](#);
- Other duties as assigned by the Collective Impact Advisor.

Qualifications

- Excellent verbal and written communication skills; Interpersonal skills; organizational and typing skills;
- Extreme attention to detail;
- Comfort working in a fast-paced environment with competing priorities;
- A strong team player;
- Excellent project and time management skills;
- Ability to perform responsibilities in a professional manner and to handle assignments with a high degree of accuracy and confidentiality.
- Be able to work independently and cooperatively.
- You are required to be fully vaccinated for COVID-19 prior to your first day of employment.

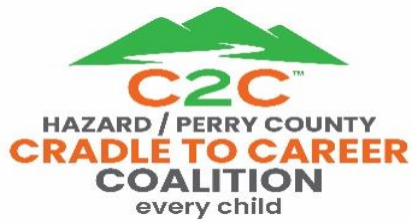
Attributes

- **Critical thinker:** You ask questions, innovate, and problem solve to complete complex tasks.
- **Communicator:** You communicate effectively and appropriately, both in writing and verbally, with a diverse set of internal and external audiences. You communicate in a manner that demonstrates and fosters cooperation, respect, concern, and openness to change.
- **Rapport builder:** You instill trust and confidence with internal staff and external partners. You earn trust by your actions and faithfully keep your promises. People know you have their best interest in mind, and you are sincere in your communications.
- **Performer:** You are motivated by task accomplishment and achieving results. You have a strong desire to set goals and take decisive action.
- **Multitasker:** You enjoy engaging in many different types of projects and tasks and working quickly to resolve issues.
- **Dependable:** You show up when you say you will and finish tasks you have been assigned.

What's Attractive to the Right Candidate?

- You enjoy putting things in order and developing and enforcing systems.
- You will join a passionate team, dedicated to the work we do and the communities and region we serve.
- We offer a competitive salary (\$40,000-\$45,000) and benefits package which includes Anthem BCBS medical, Delta Dental and Vision insurance; long-term and short-term disability; 401(k) with company contribution; Parental Leave; generous Paid Time Off and Holidays.

To Apply



We encourage you to apply, even if your experience is not a 100% match with the position description; we will consider people from a variety of backgrounds and career experiences.

Please email your cover letter and resume in PDF to Susie Sizemore, ssizemore@savechildren.org with "Food Security Coordinator Application" as the subject of the email.

Work Environment

The Foundation for Appalachian Kentucky is committed to creating a diverse work environment and proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, veteran status, or any other basis protected by law.