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 **Worcester County Food Bank**

**Chief Operating Officer (COO)**

**Job Posting**

Worcester County Food Bank (WCFB) believes that healthy food is a basic human right and that hunger is an issue of social justice. WCFB’s mission is to engage, educate, and lead Worcester County in creating a hunger-free community. To that end, WCFB annually collects donations of perishable and non-perishable food and distributes it through a network of Partner Agencies, including food pantries and community meal programs; trains Partner Agencies in food safety; and advocates for systemic and sustainable solutions to support children, families, and seniors in being more food secure and healthy.

**Job Summary**

The Chief Operating Officer (COO) is the senior leadership position responsible for providing both strategic and day to day operational oversight in support of WCFB’s mission and to ensure organizational effectiveness and efficiency. The COO reports to the Chief Executive Officer (CEO).

**Qualifications**

* Commitment to WCFB’s mission to end hunger. Understanding of and commitment to equity and social justice.
* Bachelor’s Degree in relevant field with 6 – 8 years of senior management experience in food banking or high level operational/leadership experience in nonprofit management required.
* Commitment to a flexible work schedule to meet the organizational needs of WCFB.
* Willingness to travel locally, regionally and nationally as needed.
* Leadership experience and professional communication skills: listening, verbal and written. Bilingual English and Spanish a plus.
* The ideal candidate will have the following qualities and strong skill set:
	+ Supervisory management experience / organizational skills including managing teams and multiple, competing priorities, adhering to deadlines, motivating people, keeping projects on task and attention to detail.
	+ Interpersonal skills, including the ability to work collaboratively as part of a team.
	+ Short and long-term planning and evaluation.
	+ Budgeting and financial management.
	+ Systems thinker and problem-solver.
	+ Initiative, flexibility and ability to adapt quickly to changing circumstances and priorities.
	+ Skill with computer programs including inventory management software.
	+ Ability to digest technical documents including financial reports and contracts.

**Status**

This is a full time exempt salaried position with a compensation range currently at $87,000 - $108,160 with a competitive benefit package.

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**How to Apply:**

1. E-mail jobs@foodbank.org (subject line: “Chief Operating Officer”); *or*
2. Mail cover letter and résumé to Worcester County Food Bank, Attn: Lara Greene, 474 Boston Turnpike, Shrewsbury, MA 01545.

*WCFB is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants. Applicants will receive fair and impartial consideration without regard to race, sex, color, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status.*