

VIRGINIA FEDERATION OF FOOD BANKS EMPLOYMENT OPPORTUNITY

Position Title: Executive Director

Reports to: Chair and Board of Directors

Mission: To build a collective power within our network to create a hunger free region.”

Background:

The Federation of Virginia Food Banks is a 501(c) (3) nonprofit state association of seven food banks in the Commonwealth and Washington DC. The Federation is the largest hunger relief network in the state and is affiliated with Feeding America, the nation’s fourth largest charity.

Positioning for the Future:

This is a very exciting time for the Federation. The Executive Director will have the opportunity to build solid and sustainable relationships among statewide constituencies for the benefit of all the member food banks, and most importantly, for those of our citizens who are hungry.

Position Summary:

We are looking for a dynamic, engaged Director, with an entrepreneurial style to provide leadership to the Federation. The Director develops and executes strategies that advance the work of Virginia food banks through strategic partnerships, fundraising, legislative advocacy, and by supporting food sourcing for member food banks. The Director’s focus is on statewide opportunities that individual food banks would be hard pressed to identify and capture on their own. The Director supports and reports regularly to the Chair and Board of Directors.

Key Responsibilities:

- Lead the development, execution, and evaluation of multi-year strategic plans and annual operating plans.
- Develop budgets and maintain fiscal records
- Identify, cultivate, grow and maintain relationships with key public, private and corporate organizations for purposes of creating awareness and receiving significant contributions.

- Create a fund development plan while strengthening relationships with existing donors and cultivating and nurturing new donors.
- Manage statewide fundraising events and cause-marketing campaigns.
- Facilitate meetings for food bank teams as requested by the Board and/or such teams.
- Collaborate with the Board to define and articulate public policy priorities for the Federation.
- Develop and execute a government relations plan.
- Enhance member food sourcing efforts.
- Develop and maintain statewide food bank and hunger statistics and data.
- Engage and work with the Board, serving as an ex-officio Board member.

Qualifications:

- Bachelor's degree or equivalent experience.
- Strategic leader/change agent/ entrepreneur who inspires and motivates.
- Strong financial acumen
- Proven track record of collaborative, inclusive leadership
- Documented experience accomplishing goals in a complex environment and the ability to handle multiple tasks
- Skilled in creating strategic partnerships for marketing, fundraising and advocacy
- Experience in cause marketing and/or fundraising
- Ability to effectively facilitate divergent groups
- Excellent oral and written communication skills, familiarity with multiple communication vehicles such as social media
- Experience with non-profit leadership and hunger relief a plus but not a requirement.

Location:

The Federation will be headquartered in Richmond.

To learn more:

The Federation is partnering with FeedMore, a member food bank headquartered in Richmond. Marycatherine Savage, Human Resources Director for FeedMore, is conducting the search on behalf of the Federation. You are invited to email your resume and cover letter to her at msavage@feedmore.org. Position open until filled. The Federation of Virginia Food Banks is an Equal Opportunity Employer.