



## Job Posting

Position: Executive Director

Date Posted: October 7, 2014

Application Deadline: November 21, 2014

### Organization Description:

The Detroit Food Policy Council (DFPC) was established in March, 2008 as an advisory, monitoring and implementation body that is committed to nurturing the development and maintenance of a food-secure City of Detroit in which all of its residents are hunger-free, healthy and benefit economically from the food system that impacts their lives. The DFPC is a resident-driven organization and is governed by a 21 member board that operates on a consensus decision making model. Our values are Justice, Respect, Integrity, Inclusion and Transparency.

### Position Description:

The Detroit Food Policy Council is seeking a full-time Executive Director to manage the day-to-day operations of the DFPC, including managing staff, fundraising, communications and implementing the organization's strategic plan goals and objectives, as summarized below.

- Research, recommend and/or develop new food-related policy, as the need arises.
- To use advocacy strategies to ensure that food system policies are adopted, implemented, reviewed and revised that meet Detroiters' needs in the food system.
- To engage a diverse, representative group of Detroiters in the work of the DFPC as members of the DFPC, work groups and committees.
- To engage a diverse, representative group of Detroiters in all aspects of our food system by equipping residents with a strong conceptual framework of knowledge in advocacy and policy related to food security, food justice and food sovereignty so that they actively support the development of a healthy, just and sustainable local food system.
- To build the organizational capacity of the DFPC to fulfill the roles, goals and objective defined in our strategic plan.

### Qualifications

Must be extensively familiar with urban food systems, poverty, food security, and health and food justice issues. S/he will possess strong managerial skills, excellent networking, community relations and writing skills as well as demonstrate leadership, self-motivation and ability to coordinate work with collaboratives, neighborhood groups, and government officials. Prior work experience will include a minimum of five

years working in the food system in a public, non-profit and /or for-profit environment; policy analysis, community development (food, health, youth, housing, etc.), fund development and grant writing.

### **Additional Qualifications**

- Experience supervising staff and/or volunteers
- Experience working with diverse communities
- Strong organizational and written/verbal communication skills
- Ability to work independently and as part of a team
- Understanding of balance sheets and financial reports
- Proficiency in Microsoft Office applications required.
- Bachelor's degree in public policy, public health, urban planning, agriculture or related fields.
- **Resident of the City of Detroit**
- Pass a background employment check and drug test

### **Duties and Responsibilities**

- Oversees all aspects of day-to-day operations of the Detroit Food Policy Council including coordinating DFPC meetings and managing the implementation of policies and initiatives supported by the DFPC
- Responsible for raising funds for the DFPC
- Supervise and train staff and volunteers working to support the work of the DFPC
- Direct and coordinate the work of staff and volunteers to plan and implement the annual Food Summit and other events/projects of the DFPC.
- Implementation of the Strategic Plan
- The successful candidate will report to the Executive Committee

### **Application Process**

Please send cover letter, resume and three references electronically to: [detroitfoodpolicycouncil@gmail.com](mailto:detroitfoodpolicycouncil@gmail.com) with DFPC Executive Director Application in the subject line or via mail to: Detroit Food Policy Council, Attention: Hiring Committee, 2934 Russell St. Detroit, MI 48207. Only potential interviewees will be contacted. No phone calls please.

For more information about the Detroit Food Policy Council, please visit: [www.detroitfoodpc.org](http://www.detroitfoodpc.org)  
The Detroit Food Policy Council is an Equal Opportunity Employer.