

Community Climate Justice Project Managers

JOB DESCRIPTION



ABOUT THE RHODE ISLAND FOOD POLICY COUNCIL

The Rhode Island Food Policy Council (RIFPC) is a statewide network established in 2011 with a mission to promote a more equitable, accessible, economically vibrant and environmentally sustainable food system. We cultivate partnerships, develop and implement high-impact projects and advocate for good food policy. We center equity in our work, which touches all parts of the food chain – production, harvesting, processing, distribution, consumption and waste management. We operate with a volunteer board, a professional staff, and hundreds of members and partners from across the Ocean State. More information about RIFPC can be found at www.rifoodcouncil.org.

RIFPC is embarking on a three-year project “**From Food Waste to Opportunity**.” This project will reduce greenhouse gases and fight food insecurity by a multi-partner effort working in climate justice communities to provide food waste reduction training, surplus food donation technical assistance and free composting options. We seek **two self-motivated, outgoing, full-time Community Climate Justice Project Managers**, one serving Providence / Pawtucket / Central Falls and one serving Newport / Middletown. These positions will report directly to the Food, Climate & Environment Program Director.

The primary day-to-day objectives of these two roles are to work with low-income community members and community leaders on base-building, training, education, and leadership development among low-income community members. The Managers will be responsible for community leader and member involvement in all aspects of our EPA Environment and Climate Community Change Grant, **From Food Waste to Opportunity**, working to increase excess food donation and food waste composting. The managers will provide input on EPA Grant activities and work with project leaders, partners and other supporters to assist with implementing the EPA From Food Waste to Opportunity Project and each will recruit 10 stipended community members per year to join a community Opportunity Rising Board (ORB) and hold monthly ORB Meetings as a forum to:

- Participate in leadership development through RIFPC’s Food Leaders Lab;
- Perform community outreach and education about the causes and impacts of excess food and food waste being landfilled; and
- Recruit neighbors to join neighborhood campaigns to increase food waste composting

The Managers will co-facilitate ORB meetings with the Program Director and member leaders and implement educational and leadership development training throughout the year. They will also play a critical role working with project partners and other supporters in

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their assigned communities to assist with implementing aspects of the EPA **From Food Waste to Opportunity** project.

The Community Climate Justice Project Managers will work closely with the Program Director, Policy & Civic Education Manager, Engagement Manager, Grant and Finance Director, Associate Director, Executive Director, and an external evaluator on EPA grant tracking and reporting for outcomes within their geographic zone, and will help ensure successful execution of all community-level activities in their zone as laid out in the EPA Community Change Grant awards.

The ideal candidates for this position will be:

Experienced in community organizing, including outreach in low-income communities, facilitation of community meetings, gathering and sharing qualitative input, and coordinating collaborative decision-making processes.

An open, confident communicator. Someone who is comfortable speaking to community leaders, community groups in settings like libraries, schools, and senior centers, and is also comfortable engaging in one-on-one conversations with diverse individuals.

An accountable teammate. Someone who can be relied on to manage multiple deadlines, complete activities on time, and ensure that all appropriate staff are kept up-to-date on a regular basis.

RESPONSIBILITIES

- Provide input on EPA Grant activities and work with project leaders, community leaders, partners and other supporters to assist with implementing the EPA From Food Waste to Opportunity Project
- Network, build relationships with, and serve as a liaison to community groups, area funders, municipal government staff, and other decision makers
- Work under the supervision of the Food, Climate & Environment Program Director and the Policy & Civic Education Manager to research, design, and implement a program for approximately 10 low-income community members to join a stipended Opportunity Rising Board (ORB)
- Work with the ORB, and project partners in direct outreach campaigns to sign up participants from their community in free composting drop-off and pick-up programs
- Work with the Program Director and a graphic designer to co-create ORB training materials related to the EPA grant program goals and objectives

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- Plan and host community food waste reduction trainings, educational meetings, and other events, with ORB members and independently, to share lessons on why preventing food waste is important, accessible, and how to do it properly
- Help implement the RIFPC “Food Leaders Lab” Training Program with the ORB members in collaboration with RIFPC Policy and Civic Education Manager, using RIFPC’s four-module training curriculum. This 8-week training is designed to deepen community members’ skills and knowledge base to become effective community food advocates and leaders
- Facilitate monthly ORB Meetings to provide opportunities for members to discuss operational issues with grant implementation; learn about the political process; discuss current events related to food, environmental, climate, and economic justice that are impacting the community; and identify upcoming advocacy and organizing opportunities
- Support ORB members in selecting local artists to be stipended as cultural educators, creating works of art that beautify the food waste collection and processing areas to make them feel safe and welcoming; provide educational information on gardening and composting; and increase community engagement with the project.
- Conduct regular community outreach to build awareness and increase participation in events and activities
- Maintain updated statistics about community member involvement using an online tracking and reporting database
- Work with an external evaluator to implement pre- and post-program surveys, and report back to ORB members and partner organizations with data
- Participate in regular RIFPC staff meetings and events
- Connect ORB members and others to RIFPC events and programs
- Other duties may be assigned by the Program Director to support grant implementation functions

QUALIFICATIONS & EXPERIENCE

- 2 years previous experience working as a community organizer with low-income communities, including internships, and volunteering
- Bachelor’s Degree preferred; minimum Associate’s Degree required.
- Community organizing experience working with residents of low-income communities preferred
- Outgoing personality and ability to work with people from a variety of backgrounds.
- Excellent organizational skills with ability to manage diverse projects simultaneously
- Excellent oral and written communication skills, interpersonal skills and self-motivation
- Positive, proactive, and personable team player

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- Ability to work independently and as part of a collaborative team
- Expertise in social media and digital communication
- Special interest in building power among low-income people of color to fight for social, economic, environmental, and racial justice

The **Community Climate Justice Project Managers** report directly to the **Food, Climate & Environment Program Director**. Some work will be conducted remotely, while most work will require travel in the community, and a smaller amount of travel around the state.

Consistent “in-office” and field hours are expected. These positions start in early 2025

The salary for this position is \$55,000 - \$65,000, with retirement and healthcare benefits, a generous holiday and vacation policy, a flexible workplace, and a collegial environment.

To apply, send: a cover letter and resume to info@rifoodcouncil.org with **CCJ Program Manager and either “Providence” or “Aquidneck”** in the subject line. In your cover letter please describe your experience working as a community organizer, what you learned from that experience, and your philosophy of community organizing among people with low incomes. Cover letters that do not specifically address these three points will not be considered.

Qualified candidates will be contacted by email. Employment history and/or background check including three references is required of final candidates. The RIFPC is an Equal Opportunity Employer and values the benefits of a diverse organization. We encourage qualified applicants who have lived experience of food insecurity to apply.

RIFPC is firmly committed to creating a diverse workplace and is proud to provide equal employment opportunities to all applicants and therefore does not discriminate on the basis of creed, color, national origin, sex, gender identity, sexual orientation, age religion, marital or parental status, alienage, disability, political affiliation or belief, military or military discharge status, or ex-offender status. Applicants who have personal and/or professional experience with people affected by the inequities in the industrial food system are encouraged to apply.