

Join Vetri Community Partnership's team of passionate, fun-loving, vegetable enthusiasts who are motivated to share how easy and affordable it can be to cook at home.

EAT. EDUCATE. EMPOWER.

Through interactive cooking classes and experiential nutrition education, Vetri Community Partnership uses the kitchen as a classroom to help kids, families, and community members build culinary skills, nutritional knowledge, and confidence.

OUR CORE VALUES

Curiosity | Integrity | Respect | Passion & Pride

IN THE COMMUNITY

Vetri Community Partnership partners with schools and community sites in Philadelphia and Camden that share our passion for nutrition and education. We work with people from under-resourced communities to help build the life skills for a healthier future.

JOB TITLE: Director of Programs

Vetri Community Partnership (VCP) is seeking a curious and collaborative Program Director to provide strategic leadership for its school and community programs. The Program Director will drive the quality and impact of programs while managing a team of dedicated staff and strengthening relationships with stakeholders and partners. The ideal candidate will be an empowering and respected leader who has a passion for nutrition education through cooking in Philadelphia. The position reports directly to the Chief Executive Officer and works closely with the Leadership Team to guide and increase organizational impact.

RESPONSIBILITIES

Program Oversight:

- Motivated to develop a deep knowledge of each major program initiative, partnerships, program implementation, and quality expectations
- Lead collaboration across programs with the Director of Finance & Operations to ensure program outcome goals are met and aligned with grant requirements, especially federal SNAP-Ed funding
- Develop and maintain partnerships with schools, nonprofits, community organizations, and other stakeholders to enhance program delivery and impact
- Oversee financial accountability of programs ensuring efficient allocation of resources and supporting opportunities for fundraising
- Stay informed of industry trends, best practices, and policy developments relevant to VCP's work to identify opportunities that align with organizational goals

Impact Strategy

- Lead program evaluation from the lens of a community-based organization including goal setting, defining key outputs, building logic models, and reporting
- Manage relationships with evaluation partners including institutional researchers and experts
- Implement continuous quality improvements based on evaluation findings and stakeholder feedback
- Provide oversight to ensure evaluation efforts are compliant with SNAP-Ed grant requirements

People Management

- Facilitates communication and team building to foster a collaborative, driven, and inclusive team culture in a hybrid work environment
- Leverages hands-on experience in nutrition education to mentor and coach managers and nutrition educators
- Enhances employee growth, organizational and team learning, cross-functional training, and high-quality program delivery

EXPERIENCE AND REQUIREMENTS

- Bachelor's degree in a related field (e.g., Public Health, Education, Nonprofit Management, Social Work) and minimum of 5 years of experience in a program management or leadership role, preferably in a non-profit organization
- Knowledge of community-based programs in Philadelphia; experience in cooking, nutrition education, and community health preferred
- Proven leadership skills with experience in team management, building, and development with strong interest in mentoring and coaching a team
- Strong project management and organizational skills with the ability to manage multiple priorities and delegate when appropriate
- Excellent communication, presentation, and interpersonal skills
- Analytical and curious with a keen attention to detail and creative problem-solving skills
- Proficiency with Office 365 suite and experience using a database required
- Passion for VCP's mission for nutrition education through cooking and a commitment to improving community health and wellness
- Successful completion of clearances including PA Criminal Background Check, Child Abuse History Check, and FBI Fingerprinting record

COMPENSATION AND BENEFITS

- \$80,000 annual salary
- Paid time off
- Paid parental leave
- Short- and long-term disability
- Monthly cell phone stipend
- 401(k) match
- Health, dental, and life insurance
- Pre-tax transit benefits

ADDITIONAL INFORMATION

Location: Vetri Community Partnership (915 Spring Garden Street, Philadelphia, PA 19123) with flexible WFH policy

Status: Full Time, Exempt

Reports to: CEO

Department: Program

Supervises: SNAP-Ed Program Managers (2), Out-of-School Time Program Manager, Community Engagement Managers (2), Culinary Medicine Program Manager

TO APPLY

Visit vetricommunity.org/about/careers/ to complete our online application, upload resume, and cover letter (required).

Vetri Community Partnership is an Equal Opportunity Employer.