



farming hope

Program Director

Part-time: 10-20 hours / week

Location

San Francisco, CA

Reports to

Executive Director

Organization Description

Farming Hope is a non-profit social enterprise that operates a catering/food business and gardening service. Our mission is to employ and empower neighbors experiencing or at risk of homelessness to grow food and feed others. We place an emphasis on employment training and skills building to set our employees up for sustained employment on their journey out of homelessness. This is accomplished through employment in our food business, our gardening services, and through programming exercises that emphasize setting and working towards goals, work readiness, and community engagement. We use a peer-based approach and encourage participation from employees on all levels of the organization. Farming Hope was born out of the Stanford Design School and we continue to use key principles of human centered design in our operations, most importantly connecting with those we have set out to help and testing new ideas through prototyping to learn as much as we can.

Position Description

The Program Director will be responsible for developing and executing the Farming Hope employee program. In addition, they will develop positive relationships with Farming Hope employees through monitoring, managing, and partnering with them to support their program success. This requires an individual who is a collaborator and self-motivated.

The Program Director will have the crucial -- and exciting -- opportunity to make a real difference in the future lives of our employees. They will provide structured support for employees during their time working and training with us, and set them up for greater success in finding full-time employment after leaving our program.

This position is part-time with the potential for full-time as funding is obtained. Some flexibility in scheduling will be necessary for week-to-week scheduling.

Responsibilities include, but are not limited to:

Program Development

- Further develop the program application process and procedures
- Create, implement and track incentives for completion of programmatic exercises including applying for work, meeting job training milestones, meeting personal goals
- Develop program exercises which contribute to desired outcomes for employees
- Develop and coordinate continued engagement of program graduates
- Develop & maintain relationships with outside partners (employers and resources related to programming)
- Oversee interviewing and hiring of new candidates

Average work week

The typical work week for the Program Director might include:

- Meet with partner organizations to identify qualified candidates for employment
- Research new partner organizations for hiring
- Meet former employees for coffee for their six month check-in
- Life coaching with current employees to help them stay on track with work and housing goals
- Meet with potential employers to create hiring pipeline for our graduates
- Document metrics and how-to in our manual, to ensure records for future scaling

Qualifications

Primarily we are looking for people with these qualities:

- *Self-starter:* We give you the starting blocks for your role, but will not hold your hand day-to-day. We are building our organization and working with a population facing many challenges, so we are especially looking for individuals who can thrive in a more fluid and less-structured environment.
- *Lived experience, not just passion:* Do you bring knowledge of program management, social services, or job training to our organization? Much of your role is teaching and training our homeless employees, which means management staff contribute more when they bring in some experience in the field, and bring an ability to teach yourself quickly, so we are imparting knowledge and building a fruitful work environment for our transitional employees.
- *Commitment to transformation:* We want to empower those experiencing homelessness to be community leaders and contributors; we want our food system to be more sustainable for all; we want all our staff to think differently about charity and justice during their time with us. Sound like something you're interested in?

Additional qualifications that are not necessary but would benefit an applicant: Spanish language skills, ServSafe food safety certification, fundraising experience, landscaping or farming background, catering or restaurant experience.

To apply

Send your cover letter and resume to team@farminghope.org, along with any questions.

*Farming Hope is an equal opportunity employer. We enthusiastically accept our responsibility to make employment decisions without regard to race, religious creed, color, age, sex, gender, sexual orientation, gender identity, national origin, religion, marital status, medical condition as defined under State law, disability, military service, pregnancy, childbirth and related medical conditions or any other classification protected by federal, state, and/or local laws and ordinances.

Please visit farminghope.org for more information.