



## **Refettorio San Francisco General Manager**

Full time salaried position

100% employer funded health & dental benefits

### **Location**

San Francisco, CA

### **Reports to**

Farming Hope Executive Director

### **Compensation**

Salaried, \$70,000-\$90,000 based on years of experience

### **Application Deadline**

September 30, 2020

## **Job Overview**

The primary job duties of the General Manager are leading the day-to-day planning, opening, and ongoing operations of Refettorio San Francisco, opening in 2021. Refettorio SF is part of the international network Food For Soul, which focuses on reducing food waste and promoting resilient culture around food access. Farming Hope is the organization's local operating partner, overseeing the Refettorio SF and the job training program that will expand with this new location.

## **Job Description**

The General Manager will act as senior administrator, coordinating, managing and overseeing phases of the Refettorio development including: scoping, design and build, launch, and ongoing management of the project in collaboration with Farming Hope and Food for Soul. The General Manager will work closely with the Farming Hope Executive Director and Board, and Food for Soul staff.

The day to day activities will be guided by the project charter and development timeline to ensure the teams and stakeholders meet deliverables and milestones.

The General Manager will help lead the cultivation of community partners, both operational and programmatic. Upon opening, the General Manager will continue to lead the administration, coordination and management of Refettorio SF, ensuring the facility is managed efficiently to meet its impact goals. The General Manager will also support our Program Director in coordinating with program partners including guests, guest referral partners, supportive programming and volunteer management.

This role is best suited for an individual who is experienced in tactical management of high profile cultural projects and multimillion dollar budgets and who brings to the job strong communication skills, attention to detail, and a passion for excellence. For the right candidate who helps advance the organization, this position can evolve into a director-level position like Director of Operations.



In this role, the General Manager will be part of a dedicated team, building a community model for empowerment, equity, and environmental sustainability. Work will be guided by a participatory process that embraces differing perspectives and disciplines to help the region shift the pervasiveness of poverty, homelessness and marginalization while improving the health of our ecosystem and the food security and livelihood of those most socially vulnerable. The person who takes on this role will have the opportunity to hone their skills in community development, partnership cultivation, relationship management, and social impact assessment. The General Manager will learn from guests, apprentices, and allied organizations, while helping to manage and lead contributors and staff in successful service delivery, teaching from their own leadership experience. The General Manager will face challenges that test resilience and encourage “outside of the box” thinking, co-create solutions that mitigate risks, and help us achieve our objectives.

Growing and serving food allows our apprentices to give back to their city. We’re all hungry to give back and belong. Learn more about our apprentices and organization at [farminghope.org](http://farminghope.org).

### **Relevant Experience**

- Managing teams, independent contractors, and program partners
- Coordinating project/program development for a food focused initiative
- Managing bookkeeping associated with capital campaign budget
- Programming that includes community services and socially vulnerable participants
- Public, civic and private sector relationship management

### **Candidate Responsibilities During Development and Launch of Project**

- Coordinate with all relevant stakeholders:
  - Landlord, Design Project Manager (Architect and General Contractor), City of San Francisco, community and civic organizations, nonprofit service partners, and internal staff
- Coordinate and administer the project plan and timeline
- Act as a liaison between the partner organizations
- Manage Request for Proposals, Interest and Service Letter Agreements
- Coordinate and support permit and license requirements, working with Design Project Manager
- Grow nonprofit partnerships to support program services and build a collaborative community space (meal program, community services and cultural programming)
- Assist with HR and recruitment as staff structure grows
- Manage bookkeeping
- Help coordinate communications and press relations with Farming Hope and Food for Soul

### **Candidate Qualifications**

- Self-starter
- Multi-tasker
- Experience, not just passion
- Highly organized
- Commitment to transformation

*Other beneficial qualifications:* Spanish fluency; lived experience of barriers to employment; food service or agricultural work experience.



### **About Farming Hope**

Farming Hope is a 501(c)(3) nonprofit. We are a farm-to-table culinary job training program that fosters community leaders in the food system. We offer transitional employment and on-the-job training in gardening and cooking through our social enterprise restaurant at Manny's in San Francisco's Mission District, our Community Meals commissary kitchen in the Dogpatch neighborhood, and our urban training garden in the Western Addition neighborhood. Our apprentices overcome major barriers to employment, primarily experiencing homelessness or being formerly incarcerated.

### **About Food for Soul**

Food for Soul's mission is to promote social responsibility and inclusivity, improve food security and environmental impact by empowering and mobilizing local communities to take sustainable action in the reduction of food waste and social isolation. Founded in 2016 by Chef Massimo Bottura and Lara Gilmore, the nonprofit organization is based in Modena, Italy with an affiliate office in New York. Through local nonprofit collaborations, the organization has opened eight Refettorio projects worldwide in Milan, Modena, Naples, Bologna, London, Paris, Rio de Janeiro and Merida. Food for Soul believes in the role of culture and the power of food to improve the livelihood and social wellbeing of people. By investing in the transformation of food, people, and place, Refettorio projects become a symbol of unity helping to create a culture of value and shine light on the invisible potential that surrounds us.

## **Equity, Diversity and Inclusivity Declaration**

### **Farming Hope**

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.

At Farming Hope we have a clear vision to be a place where a diverse mix of talented people are able to learn, teach, and grow. Diversity is more than a commitment at Farming Hope—it is necessary to advance equity and inclusion for the apprentices in our training program and our diners in the community.

### **Food for Soul**

Food for Soul is committed to the inclusion and recognition of all partners and the communities we serve, regardless of race, age, culture, ability, ethnicity or nationality, gender identity and expression, sexual orientation, marital status, religious affiliation, and socioeconomic status. We affirm the worth and dignity of every individual. We respect that our partners and stakeholders reflect a variety of perspectives and a wide range of lived experiences. We believe that the affirmation of this diversity is of both intrinsic and instrumental value. Moreover, we believe that making visible diverse contributions leads to richer debates and knowledge in the area of innovation, research and practice.



To this end, we seek to foster inclusivity and diversity within our partnerships and programs. We are committed to supporting a wide range of identities that advance the social, cultural, and policy needs of our mission and impact. This support includes (but is not limited to):

- Practicing non-discrimination in all forums, phases of discovery, development, and implementation and management of the Project;
- Increasing access to opportunities both within the Project and through our global network of partners;
- Working to reduce physical, social, and economic barriers to participation in Project programming and activities;
- Cultivating an awareness of the ways in which various social, cultural, political, or economic privileges are, at any given time, accessible to some and not others;
- Develop a civil and collegial environment rooted in a belief of equal respect for all persons; and
- Promote an environment, among other things, should encourage active listening and awareness of inappropriate or offensive language.

**To Apply**

Send your cover letter and resume to [hiring@farminghope.org](mailto: hiring@farminghope.org) by September 30, 2020.

*Please answer this question in your cover letter: What work experience do you bring that would most catalyze the opening and ongoing operations of Refettorio San Francisco? Use numbers, stories, and be specific.*