



## **Co-Executive Director**

Full time salaried position

## **Location**

San Francisco, CA (in-person)

## **Compensation**

\$125,000-160,000 salaried, based on years of experience

100% employer funded health & dental benefits after 90 days

## **Organization Overview**

Are you interested in joining a committed team that is passionate about changing the world, one meal at a time? If so, you may find yourself at home at Farming Hope!

Farming Hope is a 501(c)3 food justice nonprofit. Our **mission** is to empower folks experiencing major barriers to employment to cook food to sustain themselves and their communities. Fueling our pursuit of lasting social change are our guiding principles: that food is a human right, that everyone deserves an empowering livelihood, and that neither food nor human potential should go to waste.

In service of this mission, we provide a culinary job training program for community members who are overcoming obstacles such as former incarceration or homelessness. Our paid 12 week program helps adults transition to personal well-being and employment while nourishing food insecure neighbors and preventing cosmetically-imperfect food from going to waste.

We are proud to have provided 70,000 paid training hours, served more than 200,000 meals, distributed 350,000 pounds of groceries, and recovered more than 50,000 pounds of food over the last two years. We're looking forward to making even more of an impact in the years to come. Learn more about our organization at [farminghope.org](https://farminghope.org).

## **Position Overview**

We are seeking a Co-Executive Director to take primary responsibility for the external engagement associated with advancing our mission. This Co-Executive Director will oversee a team of 5, and a portfolio that includes fundraising, communications, and oversight of our Apprenticeship Program.

Your portfolio will complement the other Co-ED's primary responsibilities, which focus on internal operations including finance, HR, and oversight of our Food Programs.

*About Co-Executive Director Leadership:* Farming Hope is proud to have a Co-Executive Director (Co-ED) structure that models the collaborative thought partnership integral to the culture of our organization. Each Co-Executive Director has their own portfolio of responsibilities, overlapping where necessary, with 50/50 decision making power on major issues. Our Co-Executive Directors support each other's responsibilities as needed and coordinate, oversee, and delegate work, rolling up their sleeves when necessary. In addition to their individual portfolios, both Co-EDs represent Farming Hope in the community and are responsible for building community relationships for funding, Board recruitment, programmatic partnerships, future hiring, and general collaboration. Co-EDs also jointly steward the overall vision, values, partnership, operations, and organizational sustainability of Farming Hope.

## **Roles and Responsibilities**

### **Scaling our Apprenticeship Program and Impact**

*Provide leadership and vision around program effectiveness and the well-being of our Apprentices*

- Network and manage relationships with Employment Partners to improve placement opportunities for graduates
- Engage in policy and advocacy to advance Farming Hope's vision and stake in building long term funding for Employment Social Enterprise and workforce development industry
- Work with our Program Director, Program Manager and staff to ensure highest outcomes for Apprentices
- Oversee CRM and impact data tracking systems and coordinate with Development team to ensure grant deliverables and service objectives are met

## **Fundraising**

*Lead fundraising vision and decision making, including donor stewardship and grants*

- Lead relationship-building, funding proposals, prioritization, and donor engagement
- Manage Development Team of two staff members to achieve fundraising goal of \$7-9 million in contributed revenue over the next three years from government entities, major donors, foundations, and corporations
- Ensure collaboration and alignment between Community Food Program and Apprenticeship Program teams in crafting grant proposals and budgets

## **Social Enterprise: Events Programming**

*Develop a sustainable revenue stream by scaling Farming Hope's private event services, incorporating the Apprenticeship Program into the service model of the programming*

- Strategize and set revenue goals to build a sustainable business model
- Manage three staff (Development Director, Events Manager, Culinary Director) to ensure successful production of all events
- Support event staff when needed

## **Communications**

*Craft Farming Hope's external communications strategy, and serve as a key spokesperson*

- Grow our community of support through public relations opportunities
- Expand Farming Hope's distinct brand identity
- Improve our website & SEO functionality
- Work with Directors on communication needs and plans for each department

## **Board Engagement**

*Report to the Board of Directors as well as serve as a point of contact between staff and Board of Directors*

- Actively manage and transparently communicate with the Board of Directors
- Prepare Board Reports and Board Meeting Agendas; oversee Board Committees
- Attend quarterly Board meetings and monthly Executive Committee Meetings
- Assist with Board Member learning, prioritization, and accountability

*Responsibilities listed above represent approximately 90% of the Co-Executive Director's average work week. The other 10% will be up to the discretion of the individual and their colleagues, and intentionally includes time for networking, strategizing, and planning for Farming Hope's impact to expand in both quality of services and organizational capacity.*

## **Candidate Qualifications**

- 5+ years in a significant leadership role in a nonprofit or other organization
- Demonstrated ability to grow large programs or organizations with data-driven insights and systems that scale
- Strong fundraising chops, including the ability to develop a multi-year plan, and engage with donors 1:1
- Collaborative and inclusive leadership style; strong willingness to develop team members' skills and harness their ideas to drive ambitious results
- Excellent written and verbal communications skills including the ability to tell Farming Hope's story that motivates people to take action
- Ability to wear multiple hats simultaneously, and the flexibility to adjust as needed

- Deep passion for building a sustainable food system for all in San Francisco and a commitment to empowering those working to overcome obstacles in their lives

**Other beneficial skills and experience** (not required)

- Knowledge of trauma-informed care
- Lived experience, training, and/or professional experience with folks experiencing major obstacles to employment
- Fluency in English and Spanish

**About 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 the communities we serve.

**To Apply**

Send your **cover letter and resume** as PDF files to [hire@farminghope.org](mailto:hire@farminghope.org). Submissions will be reviewed on a rolling basis.