



Position: Managing Director, Orlando Chapter
Full-time, Exempt

Posting Date: July 19, 2024

Location: Orlando, Florida; Remote

Expected Annual Salary Range: \$85,000-\$100,000

BACKGROUND

Blessings in a Backpack (Blessings) mobilizes communities, individuals, and resources to provide food on the weekends for school-age children across America who might otherwise go hungry. Each week, in collaboration with thousands of dedicated volunteers and partners nationwide, we send bags of nourishing food home with children who rely on free and reduced-price meal programs during the school week. In the 2023-2024 academic year, we distributed 3.3 million bags of food, making a tangible difference in the lives of countless children and families.

As a national organization, Blessings operates through seven regional chapters and over 1,200 community-driven programs. Our collective impact is supported by a team of employees that work to ensure the success of mission delivery across all locations.

The Orlando Blessings Chapter currently serves over 5,700 children at nearly 50 schools. Established in 2020, the chapter is led by a managing director and supported by an esteemed advisory board comprising business, civic, and community leaders.

Here, you'll find an energetic environment where passion meets purpose, and every action contributes to building a brighter future for our communities' children. Join us in making an indelible impact on the lives of Central Florida's youth.

POSITION SUMMARY

The Managing Director for the Blessings Chapter in Orlando, Florida, will lead the implementation of Blessings' strategic plan, focusing on board development, local fundraising, food logistics, school relationship management, volunteer management, program sustainability and expansion, and operations. This self-starter will conceptualize and manage complex project plans in close collaboration with the Blessings senior management team and the local advisory board. Reporting directly to the Vice President of Chapter Relations, the Managing Director will also manage a part-time Chapter Coordinator. The Orlando Advisory Board is a key stakeholder in the chapter's activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The Managing Director is responsible for the overall performance and success of the chapter and is accountable for fund development, budget management, programming, and meeting the needs of all stakeholders including program recipients, volunteers, and board.

Key responsibilities include:

- Develop and implement a comprehensive fundraising program.
- Monitor the financial health of the chapter.
- Develop strategic plans for the chapter's long-term direction.
- Ensure efficient program delivery by managing food orders and deliveries to program locations and overseeing school coordinators to maintain effective operations.
- Support and train local program and ad hoc volunteers.
- Enhance brand recognition and manage media relations.
- Manage and recruit for the local advisory board, leveraging their skills for community engagement and fundraising.
- Collaborate and liaise with central support services including finance, accounting, marketing, and human resources.

BASIC QUALIFICATIONS

- Proven experience in non-profit management.
- Strong track record in board management and recruitment.
- Demonstrated success in fundraising and fund development, with a minimum of five years of experience in the Orlando area or comparable sales/revenue generation experience, and strong connections within the chapter's geographic range.
- Experience in community outreach and program development.
- Excellent communication and relationship-building skills.
- Passion for addressing childhood hunger and food insecurity.
- Willingness and ability to attend local business and social events that require both workday and evening availability, plus travel within the chapter area.
- Ability to travel overnight on a limited basis.
- Proficiency in Microsoft Office programs.
- Home office in the Orlando area.
- Personal car transportation (mileage is reimbursed in accordance with IRS rules).
- Valid driver's license.

PREFERRED QUALIFICATIONS

- Knowledge of effective marketing strategies and tactics.
- Work experience in a fast paced, growth oriented, entrepreneurial organizational environment.
- Project management experience.
- Experience in logistics.
- Knowledge of Raisers Edge.

BENEFITS

Medical Insurance, Dental Insurance, Vision, Paid time off (PTO), Paid Holidays, Paid Winter Break, Summer Fridays, FSA Plan, 403(b) Plan

Relocation assistance is not available.

Interested individuals should send cover letter and resume to HR@blessingsinabackpack.org.

It is our policy as an Equal Employment Opportunity Employer to provide to all qualified persons and to administer all aspects and conditions of employment without regard to race, religion, color, sex, sexual orientation, gender identity or expression, age, national or ethnic origin, physical or mental disability, military service in employment, marital status, genetic information, parental status, pregnancy, and/or any other protected classification, in accordance with applicable federal, state, and local laws.