



## Director of Programming

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**Does taking meaningful action inspire you? Are you looking for an opportunity to make an impact in the daily life of a child? Are you passionate about creating social change, engaging with and having an impact on your community? Are you looking to take ownership of your Communications career in an organization that values people, action and trust? Brown Bagging for Calgary's Kids (BB4CK) has an opportunity for a dynamic individual to join our dedicated team!**

**Who we are:** Brown Bagging for Calgary's Kids (BB4CK) is a mission-focused grassroots organization, working to build and strengthen communities that ensure every child has enough to eat at school. Our team is small, working together in our areas of strength to ensure we can have broad impact in our community.

Brown Bagging for Calgary's Kids has increased the number of hungry kids fed daily through its programs by almost 70% since 2015. To accomplish this increased impact, BB4CK has broadened its program delivery through community partnerships and a focus on encouraging and supporting people in Calgary to act in meaningful ways to feed kids. Today, BB4CK continues to grow and transition in order to achieve our goal of no hungry kids. This is an exciting and challenging time in our organizational life, as we continue to meet the growing need in our community, while also focusing our efforts on strengthening our systems and processes to support our growing organization.

**Our vision:** Communities that make sure all kids are fed.

**Our mission:** Connect and inspire people to take meaningful action to feed and care for kids.

Working cohesively with the Executive Director, the Director of Programming, this role is responsible for the leadership and strategic development of program delivery components of feeding hungry kids and building communities within all the ways BB4CK operates, including our downtown Kitchen, in communities and in schools. This individual will work 40 hours per week, with flexibility built in regarding the specific hours (projects, events or meetings may require evening and weekend work, and weekday hours are flexible to be worked as required).

**The role of Director of Programming will include the following key responsibilities:**

***Program Development and Implementation:***

- Ensure delivery of quality programming focused on achieving desired organizational outcomes
- Develop and monitor program improvement and evaluation
- Identify trends and opportunities to improve feeding hungry kids and developing community connections
- Pro-actively implement changes to processes and procedures
- Recommend innovative and best practices
- Develop and recommend budgets, program plans and partnership agreements

**Team Leadership and Support:**

- Support and direct all team members (currently slated to be 5 direct reports) in alignment with organizational desired outcomes
- Hire, evaluate and support members of the team, including knowing their strengths and challenges, providing guidance, identifying professional development opportunities, helping to overcome obstacles

**Community Engagement:**

- Develop and nurture relationships with key stakeholders, including Calgary Board of Education, Calgary Separate School Division, Calgary Housing Corporation, nonprofit partners and others
- Develop and oversee delivery of programming that creates short-term fixes while working toward longer-term solutions
- Engage stakeholders of all types to gather feedback, and adjust program delivery as needed
- Provide input into the development and delivery of all BB4CK programs

**Leadership:**

- Participate in BB4CK's leadership team
- Champion a culture of people centered leadership that energizes and engages, and empowers team members through strong performance support
- Ensure each person on the team has tools and knowledge to understand and meet expectations
- Ensure each person on the team is aligned with and delivering the key accountabilities of their role
- Promote and facilitate communication and collaboration between team members and the full BB4CK team
- Lead and support team members to reach organizational goals and objectives through engagement and alignment with BB4CK mission and values

**This opportunity might be for you if you:**

- Are a collaborative and engaging leader, demonstrating our core values to positively influence others at all levels of interaction
- Have the ability to achieve results that are in the best interests of both the organization and community
- Are committed to building strong community relationships and have a desire to work with others to have a bigger impact
- Are a change agent who is innovative, open-minded, flexible and persistent
- Have a win-win approach to problem solving
- Have a passion for changing lives and committed to being part of a strong leadership team, leading a cohesive, effective program team and working collaboratively in the community

**Qualifications:**

- Minimum of 3-5 years mid-level management experience leading a team
- 5+ years experience in community development, managing relationships and building for long-term outcomes
- A broad view of the social impact sector in Calgary and beyond

- Experience or interest in childhood development, education systems and social supports
- Experience or interest in food preparation, nutrition and health and safety

BB4CK offers a competitive compensation package along with professional development opportunities for innovation and professional growth. Salary will be commensurate with level of experience.

**If you are looking for a purpose driven and compelling place to work, please email your cover letter and resume to [jan@bb4ck.org](mailto:jan@bb4ck.org) by ?, 2019.**

This position will remain open until a suitable candidate is found. We thank all applicants for their interest in BB4CK, however only those under consideration will be contacted.

[www.bb4ck.org](http://www.bb4ck.org)