

## **Contract Position - Food Security Specialist**

(3-month term with possibility of extension)

### **Scope:**

Working closely with Seeds of Change Surrey in the community, the City of Surrey's Sustainability Planner and Fraser Health, this role provides immediate food security supports for Surrey's diverse community and vulnerable populations due to the impacts of the COVID-19 pandemic. Community organizations involved in supporting families on the front line have mobilized quickly to support existing and new clients but are struggling to feed the increased number of hungry residents amidst the public health protocols put in place. Recent funds secured through United Way of the Lower Mainland (UWLM) will be dedicated to implementing two food security initiatives (Seeds of Change Surrey Food Box or "SOX BOX", and Yard to Garden program; more details are provided below) to meet these immediate and short-term needs.

### **Responsibilities:**

Using your knowledge of project coordination, equity, and community mobilization strategies you will:

- Act as the coordination lead to implement the Seeds of Change food security initiatives
- Provide on-the-ground and front-line coordination support for food distribution hubs and gardening drop-offs/pick-ups
- Establish and maintain effective working relationships and partnerships with stakeholders (e.g. community agencies, City staff, farmers, businesses, residents, etc.)
- Adopt a proactive, collaborative, solution-oriented approach to working with community agencies
- Represent the program by convening, facilitating, and participating in meetings to support food security initiative development and delivery
- Monitor project budget and expenses to facilitate completion of project deliverables in a tight timeline
- Respond to inquiries from internal and external contacts and the general public in a timely manner
- Create project-related communications materials, including online and social media, print media, educational materials, etc.
- Seek opportunities to extend the delivery of initiatives by identifying and scoping relevant granting and funding streams, per discussion with Seeds of Change Surrey and leadership team
- Complete UWLM grant reporting and provide updates to UWLM staff and City staff on initiative progress, as required

### **Qualifications:**

Possession of the following attributes is desired to ensure success of the food security initiatives:

- University or college level graduation; preference for education in food/agriculture systems or a related discipline (community development, communications, social planning, sustainability), and 1-3 years of progressively responsible relevant experience, or an equivalent combination of education and experience
- Community engagement/development skills and a range of communications experience and expertise
- Program development, logistics, and coordination experience

- Comfortable in navigating a quickly changing landscape where program plans will need to pivot and adapt to meet evolving community needs
- Strong verbal and written communication skills
- Experience establishing and maintaining effective working relationships with diverse stakeholders
- Robust interpersonal skill and leadership abilities
- Demonstrated use of independent judgement and initiative coupled with strong planning and organizational skills to set priorities and meet deadlines
- Demonstrated ability to be creative and innovative
- Broad general knowledge of understanding and methodologies of responding to diverse community needs
- Competency with MS Word, Excel and other applicable computer applications.

### **Seeds of Change Surrey Food Security Initiative Description**

1)The **Seeds of Change Surrey Food Box** (“SOX BOX”) will support those requiring food support through a systems-level coordinated grocery box approach. Food will be sourced, sorted, and distributed to community organizations throughout Surrey who will ensure it reaches households in need via neighbourhood pick-up locations or community agency locations.

2)The **Yard to Garden Program** is modelled on a new City of Brampton initiative that encourages residents to grow produce and herbs from the comfort of their own homes and donate their harvest to local food banks and community organizations (to be distributed through the SOX BOX program). Soil, seeds, compost, and educational resources on growing food are provided to transform lawns into gardens and build local food resilience.

### **Contract Value:**

\$13,5000 for approximately full-time hours over the 3-month term (~390 hours in total) and flexibility to ensure that community schedules can be met, including the expectation of regular weekend hours.

Please note Contract Position - Food Security Specialist in the subject line.  
Apply in writing with a resume/cover letter and 3 work references to

Deirdre Goudriaan  
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Deadline: June 22, 2020

Thanks for your interest in the position!