



EXECUTIVE DIRECTOR/CEO – Established in 2009, the Chester County Food Bank’s mission is to ensure that all residents of Chester County, PA, have access to real and healthy food. In 2019, through an extensive partnership network that includes food pantries, government, farmers, retailers and wholesalers, CCFB distributed 3.4 million pounds of food through 153 provider partners, the equivalent of 2.75 million meals. Anticipating the retirement of an incumbent Executive Director, this essential organization seeks a proven leader to leverage its success.

The Executive Director:

- Provides leadership and direction in implementing CCFB’s goals and objectives in accordance with its mission and strategic plan.
- Represents the organization and its mission to various and multiple constituencies including partner organizations, volunteers, donors and consumers.
- Works collaboratively with partner organizations including other food providers, the USDA, the County of Chester, farmers and social service providers.
- Oversees all operations, ensuring both effective and efficient delivery of programs and services.
- Leads the board and staff to ensure successful and measurable achievement of fund development goals.
- Works in close partnership with the Board of Directors and its committees to further the mission of the organization and support board members in meeting their governance responsibilities.

Background / Experience:

- A clear interest in and commitment to CCFB’s mission of mobilizing the community to ensure access to real, healthy food.
 - Proven financial management skills and record of achievement of budgeted goals in order to ensure proper care and stewardship of funds donated by individuals, foundations, government agencies, and others.
 - Successful record of increasingly responsible management and administrative experience, preferably in non-profit organizations.
 - Proven track record in fund development and fund-raising.
 - Demonstrated effectiveness in successful management of multiple programs and projects, and in cultivation of relationships within and outside the organization.
 - Proven track record of building, leading and growing an exceptional team of mission-driven staff and volunteers.
 - Demonstrated affinity for community service and experience in supporting the equitable distribution of community resources.
 - Excellent organizational, communication and presentation skills.
 - Flexible schedule to allow for occasional evenings and weekends.
 - Proficiency in data and metrics related to organizational effectiveness.
 - Education and/or experience that demonstrates competent leadership and management skills.
- Candidates with diverse backgrounds are encouraged to apply.

Submit resume and cover letter outlining relevant experience to LLGpositions@gmail.com. **Applications received by October 22, 2020, will be given priority. Applications without a cover letter will not be considered.** The Chester County Food Bank is an Equal Opportunity Employer.