



Position: Food Systems Manager

About Dutchess Outreach: Founded in 1974, Dutchess Outreach's programs consist of emergency relief services, including The Lunch Box, which serves over 600 meals a day, and The Beverly Closs Memorial Food Pantry which serves nearly 2,000 families per month.

Equal Opportunity Employer Statement: Dutchess Outreach is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws. This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship.

About the Position:

This position coordinates volunteers, resources, and a countywide network of food pantries throughout Dutchess County. The role focuses on strengthening collaboration, improving food access, and supporting local food systems. Key responsibilities include:

- **Pantry Network Coordination:**

Support and continue to build a strong network of food pantries across Dutchess County. This includes facilitating effective communication, sharing best practices, coordinating the movement of food between programs as needed, leveraging collective purchasing power to secure favorable pricing, and fostering mutual support among partner pantries. The position serves as both the organizer of this network and an advocate for its needs, while maintaining a clear understanding of and alignment with the recommendations and goals of the Dutchess County Food

Security Council.

● **Large-Scale Food Distribution Support:**

Provide administrative oversight and, as needed, on-site leadership for major off-site food distributions ranging from 6,000 to 10,000 pounds per event.

Responsibilities include planning, logistics, volunteer coordination, and resource management.

● **Local Gleaning Program Development:**

Design, launch, and manage a local gleaning program to recover surplus produce and increase access to fresh food.

● **Farmer and Community Partnerships:**

Build and maintain relationships with local farmers to support local food purchasing, gleaning efforts, and volunteer-based farm support, strengthening the regional food system.

Requirements: Clean Driver's License and comfort driving a sprinter van, ability to lift 50 lbs. repeatedly, ability to work independently and off-site. Spanish fluency is highly desired but not required.

Compensation: Range of \$45-\$50k

**Studies have shown that women and people of color are less likely to apply for jobs unless they believe they meet every one of the qualifications as described in a job description. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. We would encourage you to apply, even if you don't believe you meet every one of the qualifications described.*

Job Types: Full-time, non-exempt

Pay: \$24.72-\$27.47/hour

Expected hours: 35 per week

Shift:

- Day shift

Ability to Relocate:

- Poughkeepsie, NY: Relocate before starting work (Required)

Work Location: In person