



**brighter**bites®

## **JOB ANNOUNCEMENT**

### **Community Engagement Coordinator, Houston (Full-Time)**

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#### About Brighter Bites

Brighter Bites is a nonprofit that creates communities of health through fresh food with the goal of changing behavior among children and their families to prevent obesity and achieve long-term health. Brighter Bites is an evidence-based, multi-component elementary school, preschool, and summer camp program that utilizes reliable access to fruits and vegetables, nutrition education, and consistent exposure to recipes and messages that feature fresh food. To learn more about Brighter Bites visit <https://brighterbites.org>.

#### Role

The Community Engagement Coordinator (CEC) works at assigned sites, with a focus on the Kashmere Gardens neighborhood, to conduct engagement and outreach activities with family participants, support implementation of nutrition education, and assist with produce packing and distribution. The CEC will collaborate with the Program Coordinator and site staff to organize program activities and community engagement opportunities, such as recipe demonstrations, produce activities, CATCH nights, etc. Reporting to the Senior Program Manager, this position is full time at 32 hours per week and includes benefits. This is a grant-funded position ending on 12/23/2026, with possibility of renewal.

#### Position Description

- Seeks out and attends all community engagement and outreach events and opportunities at assigned schools/sites and their community partners.
- Conducts recipe demonstrations and other nutrition education activities in collaboration with the Program Coordinator.
- Leads or supports teachers in implementing CATCH lessons in the classroom.
- Collaborates with school/site contacts to increase engagement among Brighter Bites participants and educators.
- Works onsite to manage the produce packing and distribution in collaboration with the Program Coordinator.
- Ensure proper program implementation, including managing produce distributions, managing all supplies and materials, supervising and leading large groups of volunteers, and ensuring safety procedures are implemented.
- Assists the Program Coordinator with tracking Brighter Bites program components by maintaining accurate data and daily reports for each school/site.
- Constantly strives to engage families, site partners, and community members to create and maintain a welcoming, fun, dignified, and health-conscious environment at all times.
- Communicates with the Brighter Bites team to share successes and challenges for each assigned site and provides insight for improvement.
- Other duties as assigned.

## Requirements

- Desire to work with a mission-driven organization that shares the power of fresh food with others, especially children and families.
- At least 1 year of experience in community health education, with preference given to candidates with Community Health Worker (CHW) or Certified Health Education Specialist (CHES) certification. Equivalent experience considered.
- Experience building relationships with community members and stakeholders from diverse backgrounds.
- Experience giving presentations to small and large groups of people, including children.
- Ability to manage large groups of people.
- Proficient computer skills, including comfort using phone/tablet apps and MS Office.
- Bilingual (Spanish/English) is a plus.
- Previous experience volunteering/interning with Brighter Bites is a plus.
- Must be willing to follow and enforce CDC guidelines at all times, including but not limited to: wearing a mask, wearing disposable gloves, and social distancing.
- Individuals from the communities served by Brighter Bites are strongly encouraged to apply.

## Operational and Physical Requirements

- Must be able to travel independently to school sites (mileage reimbursement provided).
- Must be able to work outdoors, actively for 3-5 hours at a time and lift boxes and supplies 10-50 pounds each continuously on a daily basis.
- Must be able to bring and manage supplies to sites daily, as needed.

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*Brighter Bites provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.*

*To apply, please send resume and cover letter to  
[megan.hall@brighterbites.org](mailto:megan.hall@brighterbites.org)  
with "Community Engagement Coordinator" in the subject line.*

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