



JOB ANNOUNCEMENT

Program Associate, San Antonio (Part-Time)

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 Brighter Bites Program Associate works primarily at assigned schools/sites to support Brighter Bites program implementation alongside the Program Coordinator, including volunteer coordination, nutrition education, and support for the fun food experience. This position is part-time and seasonal, requiring candidates to be available for approximately 2-3 days and up to 20 hours per week during active weeks of programming.

Position Description

- Works onsite to manage the produce bagging and distribution in collaboration with the site Program Coordinator
- Ensures proper program implementation, including supervising and leading large groups of volunteers, managing produce logistics, and educating volunteers, parents, and children on basic nutrition education topics
- Assists the Program Coordinator with tracking Brighter Bites program components by maintaining accurate data and daily reports for each site
- Constantly strives to engage families, site partners, and community members to create and maintain a welcoming, fun, and health-conscious environment at all times
- Communicates with the Brighter Bites to share successes and challenges for each assigned site and provides insight for improvement
- Effectively communicates nutrition education messages to participants
- Contributes to evening community events as needed
- Other duties as assigned

Requirements

- Some conversational Spanish language skills needed. **Bilingual (Spanish/English preferred)**
- Comfortable giving presentations to small and large groups
- Ability to manage large groups of people
- Previous experience working in educational settings
- Proficient computer skills, including comfort using phone/tablet apps and Google suite
- Previous experience volunteering/interning with Brighter Bites a plus
- Must be on time, able to work independently, and reliable
- Desire to work with a mission-driven organization that shares the power of fresh food with others, especially children and families

Operational and Physical Requirements

- Must be able to travel independently to school sites (mileage reimbursement provided).
- Must be able to work actively for 4-5 hours at a time and lift produce boxes/bags weighing between 10-50 pounds each on a continuous basis.
- Must be willing to work outdoors depending on site logistics.

Start Date & Work Schedule

- The Program Associate will be assigned to school sites **3 days** per week (Tues-Thurs). Additionally, the Program Associate will be asked to attend weekly 1-hour team meetings.
- A typical day will include overseeing produce delivery and working with a Program Staff at a produce distribution for 4-6 hours, while supplies last. The times for these distributions vary depending on produce delivery schedules and amount of produce at each site. Some days may require a split shift (2-3 hours in the morning; 2-3 hours in the afternoon, with a midday break)
- Anticipated start date: **September 15, 2025**

Compensation

- \$16.50/hour

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
elizabeth.velarde@brighterbites.org
with "Program Associate" in the subject line.*

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