



JOB ANNOUNCEMENT

Program Associate, Monterey County (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>.

Position Summary

The Brighter Bites Program Associate works primarily at assigned schools/sites in Monterey County to support Brighter Bites produce distributions. This position is part-time and seasonal, requiring candidates to be available for approximately 3-4 days (Monday – Friday) and 10-20 hours per week during active weeks of programming. The hours are daytime, during school and just after dismissal.

Essential Job Functions

- Manage produce bagging and distribution onsite.
- Ensure proper program implementation, including managing outdoor, produce distributions, managing all supplies and materials, supervising and leading groups of volunteers, and ensuring safety procedures are implemented.
- Deliver engaging nutrition education to volunteers, parents, and children at each site.
- Maintain accurate data and daily reports for each site.

Other Job Functions

- Foster a welcoming, inclusive, and health-conscious environment by actively engaging families, site partners, and community members.
- Communicate site successes, challenges, and improvement insights with the Brighter Bites team.
- Participate in evening community events and additional program activities as needed.
- Perform other duties as assigned.

Qualifications

- 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

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to travel independently to school sites (mileage reimbursement provided).
- Must be able to work actively for 2-4 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.
- Must be able to bring and manage supplies to sites daily.

Work Schedule

- The Program Associate will be assigned to school sites 10-20 hours per week. 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 2-4 hours, while supplies last. The times for these distributions vary depending on produce delivery schedules and amount of produce at each site.
- Hours are typically between 9:00AM – 4:00PM, Produce Delivery, Bagging, and Distribution.

Compensation

- \$20 - 20.75 per hour, for approximately 10-20 hours per week during active programming.

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
michelle.mccarty@brighterbites.org
with "Program Associate" in the subject line.

The better we nourish, the brighter we flourish.®

BAKERSFIELD · DALLAS · GREATER DC METRO · GREATER PHILADELPHIA · HOUSTON · LAS CRUCES
MONTEREY COUNTY · NYC · PHOENIX · SAN ANTONIO · SAN DIEGO · SOUTHWEST FLORIDA

WWW.BRIGHTERBITES.ORG