



of SANTA CLARA and  
SAN MATEO COUNTIES

## Position Announcement Food Connection Specialist, Part-Time Bi-lingual (English/Spanish)

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### About Second Harvest Food Bank

Looking for mission-driven work? Based in Silicon Valley, Second Harvest Food Bank of Santa Clara and San Mateo Counties is one of the largest food banks in the nation. Currently providing food to more than one quarter of a million people every month, Second Harvest is a trusted community-based organization that was founded in 1974. Despite the immense wealth in Silicon Valley, and partly due to the high cost of living, hunger and malnutrition are pervasive. The Food Bank distributes nutritious food, including more fresh produce than any other food bank in the country, through a network of nearly 320 nonprofit partners at more than 850 sites. Second Harvest is pursuing innovative efforts to increase access to food resources as it seeks to feed an additional 100,000 hungry people each month. To reach more people, it advocates for anti-hunger policies and connects those in need to federal nutrition programs and other food resources. To learn more about how Second Harvest is building a hunger-free community, visit [www.SHFB.org](http://www.SHFB.org).

### About the Position

As a Food Connection Specialist, you will help end hunger in our communities by connecting neighbors in need to food resources, specifically in San Mateo County. The position conducts outreach activities, including public speaking, 1:1 outreach in high-traffic community settings (such as medical clinics, WIC offices and food bank distributions), special event outreach, and materials distribution. The Specialist conducts prescreening and application assistance at off-site locations and over the phone and is responsible for continually increasing knowledge about food program and CalFresh eligibility, policy and application requirements.

### This job might be for you if:

- You thrive working out in the community in a variety of settings and with clients seeking resources.
- You take initiative, are pro-active, creative, work hard, and have a ‘can-do’ attitude
- You would describe yourself as a “people person” who genuinely enjoys outreach, talking with, meeting and helping people from many diverse backgrounds.
- You possess cultural humility, and are familiar with the issues and needs of economically disadvantaged individuals, as well as have experience serving them.
- You enjoy working collaboratively in a team setting as well as independently
- You are bi-lingual in English and Spanish.
- You take pride in your integrity and excellent customer service.
- You have in interest in serving and bettering the health and lives of South County residents.

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<b>Reports To:</b>	Director of Services
<b>Location:</b>	This position will be based at the Bing Center office in San Carlos and will require off-site work throughout San Mateo County.
<b>Hours:</b>	Part-time (20 hours per week), Monday through Friday. Some weekends and evenings required.
<b>Compensation:</b>	Non-exempt position with Paid Sick Leave up to 24 hours per year.

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