

JOB POSTING

Executive Director Position

Kenai Peninsula Food Bank

Make a Lasting Impact in Our Community – The Kenai Peninsula Food Bank seeks a passionate and skilled Executive Director to lead our mission of addressing food insecurity throughout the Kenai Peninsula.

Position Overview – As Executive Director, you will provide strategic leadership for all aspects of our organization, from program development to community outreach. You'll work closely with our engaged Board of Directors to fulfill our mission while ensuring the organization's financial sustainability. This is an opportunity to make a meaningful difference in the lives of our neighbors while developing creative solutions to address food insecurity.

Key Responsibilities –

- Financial Management, Grant writing and fundraising
- Program Development
- Staff and Volunteer Management
- Community Relations
- Administrative Leadership

Required Qualifications –

- Demonstrated grant writing experience with a track record of securing funding
- Leadership experience with staff and/or volunteer management
- Strong written and verbal communication skills
- Financial management experience, including budget development and oversight
- Ability to build relationships with diverse stakeholders
- Bachelor's degree or equivalent combination of education and experience

Preferred Qualifications –

- Previous nonprofit management experience and experience working with a nonprofit Board
- Experience in food security, social services, or related fields
- Fundraising experience beyond grant writing
- Understanding of food safety regulations and best practices

What We Offer –

- Opportunity to make a tangible difference in our community
- Professional development opportunities
- Deeply rewarding work
- Salary range: \$80,000 to \$85,000 depending on experience
- \$2500 Medical reimbursement and generous PTO Bank

How to Apply – Please submit the following materials to secretary@kpfoodbank.org

- Resume & Cover letter that includes your interest and relevant experience for this position
- 3 Professional references
- One writing sample demonstrating your skills in either grant proposal, strategic planning, etc.

Application Deadline: June 6, 2025

The Kenai Peninsula Food Bank is an equal opportunity employer and welcomes applications from all qualified individuals regardless of race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, veteran status, or any other characteristics protected by law