



We're Hiring!

Pantry Manager

Part time - up to 24 hours per week - position available Fall 2024
at SFA Location, 780 S. Davis Avenue in Weed, CA

Welcome, jobseeker!

Our mission is to offer nutritious food and prayer to our neighbors in order to fulfill what Jesus said: "Whatever you did for one of the least of these brothers of mine, you did for me." Matthew 25:40
If you have a heart to serve and want to make a contribution to improve the lives of others, read on...

Where and how you can work

Our office and Food Pantry are located on School Hill, across from the Weed Elementary School. The Pantry Manager works an average of 12 hours per week on-site on Tuesdays and Wednesdays.



You will oversee a volunteer staff of typically 5 people to plan for and manage weekly food distributions on Tuesdays and Wednesdays. Tuesdays are preparation (stocking and pre-bagging, ordering and product pickup) and Wednesdays are distribution days from 11 AM - 3 PM where clients come to select and pick up their food choices. Think of this position like a small grocery store manager that oversees inventory management, keeps high standards of cleanliness and serves grateful customers.

For the best look at what Siskiyou Food Assistance does in and around south Siskiyou County, visit the website at SiskiyouFoodAssistance.org.



You'll be a good fit if

- You are sincere in your desire to serve those in need in our communities.
- You resonate with our organizational core values:
 - Every single person is valuable.*
 - Each person is worth our time and assistance when services are needed.*
 - When people are treated with respect, they respect themselves.*
 - The joy we experience in this work is shared with others.*
 - We strive to nourish people in the manner God intended.*
- You model and encourage a positive attitude and enjoy working with others.
- You have good organizational and administrative skills, attention to details, compassionately motivates team members, and exhibits excellent verbal and writing communication skills.
- You have community connections and enjoy collaborative project involvement.

About the team

Our team members are a family of dedicated volunteers who commit their time and talents in support of the mission of Siskiyou Food Assistance. We have been a part of our community since 1986 and have become a rally point for south Siskiyou County to help meet the nutritional needs of those we serve.



What's in it for you?

Job-seeking and placement is a two-way street.

- Practical and spiritual support from dedicated team members.
- Ask about possible college credit for your involvement.
- Convenient south Siskiyou County location, near schools and other services.
- We offer flexible part time work and volunteer opportunities in a supportive atmosphere.

Other stuff to know

The Pantry Manager position is open now and may be filled by volunteer or paid personnel, or a combination of each. Training is available.

Pay range: Volunteer - \$16 per hour. Compensation will be based on experience and references.

Duties include food purchasing, stocking, communications with donors and food providers, maintaining health and safety standards in the Pantry spaces, keeping records of volunteer time, invoices, and systems for efficient distribution activities. Some lifting up to 35 pounds may be involved. On-site visits are welcomed.

November is one of the busiest times for our organization with special holiday food distributions and two major fundraisers - Run For Food on Thanksgiving Day and North State Giving Tuesday, an online giving event also at Thanksgiving time. Our team members generously contribute extra volunteer time as they are able during this season.

To apply, send us an email with your contact information to: Administrator@siskiyoufoodassistance.org and we will respond promptly. All interviews are conducted on site in Weed, CA, so let us know of any reasonable adjustments you may need regarding response time during the hiring process.

We celebrate all types of skills and backgrounds, so even if you don't feel like your skills entirely match what's listed above, we still want to hear from you!

Follow us on social media @ SiskiyouFoodAssistance.

Website: SiskiyouFoodAssistance.org
