



Job Title: Food Entrepreneur Manager

Position Type: Full-time

Function/s: Program/Culinary

No More Empty Pots

Education. Stewardship. Sustainability.

About No More Empty Pots

No More Empty Pots (NMEP) is a grassroots non-profit corporation that connects individuals and groups to improve self-sufficiency, regional food security and economic resilience of urban and rural communities through advocacy and action. No More Empty Pots' vision is to support communities in becoming self-sufficient and food secure through collaboration and adhering to core values of education, stewardship and sustainability.

Position Description | Food Entrepreneur Manager

No More Empty Pots seeks a highly motivated and entrepreneurial individual with programmatic and leadership experience to join our team. Key aspects of the position include strategically setting and coordinating program goals and measuring outcomes to ensure program success; leading a team of staff, interns and volunteers; engaging in program-specific financial reporting; collaborating with community stakeholders to deliver positive outcomes; joining program participants in identifying and addressing their needs; providing feedback and guidance on product development with entrepreneurs; managing kitchen rental and financial account processing, coordinating permitting and licensing processes amongst regulatory agencies based on individual food business objectives. The position is also responsible for business development including guiding entrepreneurs through the Phases of growing their business, conducting onboarding of entrepreneurs through clear expectations and establishment of a consistent and productive process from initial contact to kitchen utilization.

The Food Entrepreneur Manager is integral to the program's success and growth, planning and managing programs, events of interest, and opportunities for growth for participants and entrepreneurs, including Entrepreneurship Invitationals, kitchen renters and Seed Fund applicants. In addition, the manager engages with culinary team staff to facilitate activities that lead to positive education and self-sufficiency results. The manager also manages initiatives, programs, and activities according to NMEP's mission, strategy, and priorities.

Required Qualifications:

- Demonstrated food business startup experience
- Experience in successfully managing collaborative education and/or self sufficiency programs or other similarly complex and demanding programs and projects, preferably for novice aspiring entrepreneurs
- Experience and skill to create, develop, implement, manage, execute, and evaluate goals and activities and ensure alignment with organizational strategic pillars of people, programs, and finances

Preferred Skills, Qualities, and Experience:

- Experience and skill to support, contribute to, and strengthen a vibrant, culturally diverse, and inclusive learning community of stakeholders
- Experience and skill to anticipate, deliver on, and exceed the expectations of stakeholders in order to build trust
- Experience and skill to introduce and drive innovation
- Experience and skill to seek out and create learning opportunities, including through those revealed by setbacks and failures as well as successes.
- Previous knowledge of or willingness to learn about the metro Omaha local food scene, food security initiatives, economic sufficiency initiatives, and Omaha community organizations and programs
- Written and spoken Spanish competencies
- Experience working in non-profit sector

FYI Competencies:

- **Communicates effectively (7):** Personal and Interpersonal Skills/Being Open and Receptive/ Listening & Organizational Positioning Skills/Communicating Effectively/Presentation Skills & Organizational Positioning Skills/Communicating Effectively/Written Communications
- **Cultivates innovation (19):** Thought Leadership/Innovation;Strategic Skills/Creating the New and Different/Creativity & Strategic Skills/Creating the New and Different/Innovation Management
- **Builds networks (21):** Organizational Positioning Skills/Being Organizationally Savvy/ Political Savvy
- **Demonstrates self-awareness (29):** Personal and Interpersonal Skills/Being Open and Receptive/ Personal Disclosure & Personal and Interpersonal Skills/ Demonstrating Personal Flexibility/Self-Knowledge
- **Situational adaptability (31):** Personal and Interpersonal Skills/Demonstrating Personal Flexibility/Dealing with Paradox & Personal and Interpersonal Skills/Demonstrating Personal Flexibility/Personal Learning

Working Conditions:

- Involves both sedentary desk work and moderate indoor and outdoor physical exertion
- Requires lifting or carrying up to 30 pounds as well as climbing, walking moderate distances, squatting, and bending.
- A valid driver's license, access to transportation, and local travel are required; ability to operate medium-sized machinery is preferred
- Ability to work flexible hours, including evenings and weekends

Salary: Commensurate with experience

To Apply: To be considered for this position, please submit a resume and cover letter to No More Empty Pots at jobs@nmepomaha.org. Be sure to include why a position with No More Empty Pots is a good fit for you.