Jefferson County
Food Policy Council Director
Job Posting
January-February 2022

Questions and Answers

As part of the job posting/application process, individuals were offered the opportunity to sign up for short question and answer sessions related to this position prior to applying. The following are the questions and responses provided. This document will be updated following each office hour.

Why did the Food Policy Council (FPC) move from a government entity to an independent/fiscally sponsored entity?
The Food Policy Council is committed to being more community centered and that was not going to be possible as a government entity. The shift will provide greater flexibility and opportunity to deepen work with the community. While the FPC moved out of Jefferson County Public Health (JCPH), the FPC will continue to work with the Food Systems team that remains at JCPH. The relationship was not severed, just shifted with the encouragement and support of JCPH.

Is the position remote or partially in office?
Currently it will be remote. Whether to establish an office will be at the discretion of the Director in the future.

Who is your ideal candidate to hire?
Ideally a director who truly understands working with community/community organizing, looking for someone that has the energy and excitement for a new beginning for the Food Policy Council and that understands the dynamics of the food system. See the job posting for additional skills and characteristics.

It's a robust list of characteristics and skills. We want to stay open. Someone who has held leadership position(s) that can build and sustain an organization.

What do you think would be the most challenging part of this position?
A challenge that is also an opportunity is the need to grow the membership in particular community members and other parts of the food system that's not fully represented yet. This will also greatly depend on the person hired in terms of how they define challenges.

As a limited service position for two years, what do you see as the top priorities and accomplishments for the initial two years for the Food Policy Director?
Note that this position is listed as two years due to current funding, but is intended to go well beyond the two years which will require additional fundraising led by the Director and staff. There are some existing priorities that the Food Policy Council is currently working on around policy and community engagement. The Director will need to work directly with the Board and community to develop a strategic roadmap. There is a lot of opportunity for the Director to work alongside community members to define priorities.

Was the position designed to be limited or expected to fundraise?
It will most likely go beyond the two years. There are additional funding opportunities currently being explored and the Director is expected to do more fundraising to sustain the Food Policy Council into the future.

What infrastructure if anything is provided to the Director?
It is a well-resourced hybrid start-up/ongoing organization. There is already a budget for hiring other staff, part time up to full time positions, contracting, translation/interpretation services, marketing, stipends for community involvement, and technology. Currently have 2 years of solid funding for the Director's salary plus benefits and an additional staff person. Strategic advisory committee currently working on other potential grants which will hopefully be in place by April.

The job description includes specific/intense responsibilities indicating that a lot has already been done since 2015 and yet a key characteristic is experience with starting a new organization? Are you looking for someone who knows how to establish a start up or someone who knows how to sustain and grow?
As the FPC transitioned out of Jefferson County Public Health, there is a need to create a new organizational structure, more similar to a non profit organization including establishing a Board, developing new policies and procedures etc. In that sense it is a start up. We're creating a new structure and have the opportunity to do something new and different. Yes, we are fiscally sponsored but you also have an opportunity to define our own policy & procedures. This is more of a hybrid start up/ongoing organization.

Is there a plan or vision to eventually become a non profit 501(c)3 entity?
It has been discussed but no decision has been made. The transition to a fiscally sponsored entity was a first step and intended to give the FPC time to decide if that was a desired path.

Is there enough room for someone to come in to bring new thinking/new opportunities and make the changes with an established board?
Yes, there is a lot of room and opportunity. This group has been exploring various structures and investing time and resources into gaining a deeper understanding of what it means to be community-centered, how to truly integrate and practice principles of equity and be curious about what structure will allow for this to be successful. There have been reports and research completed in the last year that gives a roadmap for opportunities and actions to build a resilient food system.

What will the relationship be between the Strategic Advisory committee and Director?
Very collaborative. The Strategic Advisory Committee is the precursor to a Board of Directors

Why was Trailhead the right fit for the FPC fiscal sponsor?
FPC considered two options and chose Trailhead for several reasons including alignment with values, strong reputation for supporting their fiscally sponsored organizations, fair fees and extremely good benefits for staff which includes staff of sponsored projects such as the Food Policy Council.

Is there currently a connection with the Denver Food Policy Council?
Yes.

How many people are on the advisory committee?
Consistently 6-8 people working on the transition and hiring of this position. Will need to evolve into more of a formal committee/board.

What is the time expectation for hours? 40 hours, 50-60 hours?
Optimally would want a leader/director that can set the tone for a healthy work/life balance. The Director has the ability to set the work culture among the organization/staff.