

2636 School Food Service Area Supervisor Student Nutrition Services

Who We Are

The San Francisco Unified School District (SFUSD) is the seventh largest school district in California, serving more than 57,000 students who speak more than 44 documented languages across 132 schools in the city of San Francisco every year. We aim for every student who attends SFUSD schools to discover his or her spark, along with a strong sense of self and purpose, and that all students graduate from high school ready for college and career, and equipped with the skills, capacities and dispositions outlined in [SFUSD's Graduate Profile](#). Every day in our quest to achieve this mission we provide each and every student the quality instruction and equitable support required to thrive in the 21st century.

What It Means to Work Here

The SFUSD community is unified by our **Core Values**:

- Student-centered: We put students' needs first
- Fearless: We persist through challenges
- United: We celebrate and build on each other's strengths
- Social Justice: We stand with those most vulnerable in our community
- Diversity-driven: We respect and seek to understand each person

We are also inspired by [Vision 2025](#), which captures our aspirations and vision for the future of public education in San Francisco. Alongside the District's strategic plan, [Transform Learning. Transform Lives](#), SFUSD is reimagining how public education will change over the next decade to meet the dynamic future of San Francisco. As a [CORE district](#), SFUSD is also a leader in critical systems change for more comprehensive school accountability and innovations that help strengthen the instructional core, which is the foundation of our strategic plan and Vision 2025.

Who We Want

We want talented people from diverse backgrounds and experiences, who are committed to and will champion our Core Values, are inspired by our mission steeped in equity, and who are motivated to unleash our children's potential. We want people who are strong collaborators, skilled communicators, problem solvers and who are comfortable in a community of continuous learning.

Under general direction, visits and directs food service operations and supervises personnel engaged in the preparation of food for children centers and schools; prepares schedules and delegates assignments; interviews, hires and trains employees; prepares menus and establishes food utilization standards; and performs other related duties as required.

As the 2636 School Food Service Area Supervisor, you will report to the Senior Operations Manager, and be a part of the Student Nutrition Services Department. You will assume responsibility for the day-to-day operations of the District's school dining programs; supervise and coordinate the activities of nutrition staff; establish and maintain effective working relationships and communications between principals, cafeteria personnel and administrators; supervise and plan the work and assignment areas of Dining Staff; supervise the preparation and establishment of menus, special needs diets and food utilization rules and standards; and develop and implement training plans for cafeteria employees.

- Monitors district food service policies and practices to ensure conformance with modern institutional food service management theory and practice in compliance with Federal, State and Local government regulations.
- Supervises the administration of the National School Lunch Program, School Breakfast Program, After School Snack Program at Tk-12 schools ensuring compliance regulations are met and maintained.

- Supervises the administration of the Child and Adult Care Food Program at Stand Alone Early Education and Co-Located programs as well as the At Risk Snack and Supper Programs ensuring compliance regulations are met and maintained.
- Assists in the monitoring of all program fiscal activities, including preparation of the annual budget, financial and managerial reporting, cost analyses, and revenue reconciliation.
- Assists in food and service contracting, procurement, menu planning and development, new product development, nutrient analyses, special needs diets, storekeeping and distribution.
- Directs and monitors department-wide food safety and sanitation programs and practices, in compliance with federal and state regulation incorporating principles of Hazard Analysis Critical Control Point (HACCP).
- Directs and supervises directly, and through Lead Dining Staff, nutritional staff, personnel management, employee relations, communications with federal, state and local government personnel, parent and community relations.
- Monitor the work of and coach subordinates to improve performance; select, train and evaluate staff.
- Help implement SFUSD's Future Dining Experience, SFUSD's plan to provide a dining experience that captures our students' senses, supports them in their growth, connects them to their food, and enables them to share their opinions.
- Working with the Child Nutrition Programs Manager, develop, implement, and monitor training for Dining Staff that ensures compliance with US Department of Agriculture annual training mandate.

The strongest candidates will have:

- Knowledge of San Francisco's public schools/urban public schools and a passionate belief in SFUSD's commitment to instructional leadership as a lever toward delivering on the SFUSD Graduate Profile
- Federal and state regulations and policies pertaining to the operation of the Child Nutrition Programs and various nutritional, operational and financial procedures as prescribed by the US Department of Agriculture, the California Department of Education, and the Board of Education
- Federal and state regulations governing the procurement of food, supplies, equipment, technology and services in the Child Nutrition Program
- A strong record of managing organizational change and initiating key innovations
- Strong analytic and systems thinking necessary to interpret data to inform goals and strategy, as well as build infrastructure where none exists
- Experience developing and implementing talent management systems or systemic educational reform initiatives
- Ability to work effectively across multiple functions and roles within a complex organization
- A proven record of effectively planning, organizing and using resources to take action and achieve goals
- Strong interpersonal skills and the ability to build effective working relationships with senior level district staff and colleagues
- Success leading effective teams and individuals
- Ability to work effectively in difficult situations that involve confidential and sensitive matters
- Strong computer skills including Microsoft Office Suite (Outlook, Word, Excel, and PowerPoint)

Minimum Qualifications

Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:

Experience: Two years of supervisory experience in an institutional culinary operation involving planning, preparing and serving food in large quantities. Experience acquired in commercial restaurants is not considered qualifying;
AND

Training: Possession of a baccalaureate degree from an accredited university or college with major course work in hotel and restaurant administration, business or public administration, or home economics and nutrition.

Additional Requirements

- Possession of a valid California Driver's License and maintain insurability.
- Possession of a valid Food Safety Certification.
- Essential duties require the following physical skills and work environment: Ability to work in a standard office environment, some heavy lifting and frequent driving to work sites.

What We Offer

SFUSD offers a competitive salary of \$91,605.48 - \$111,361.12 commensurate with experience in a similar position. We offer a comprehensive benefits plan including dental and vision plans, a defined benefit pension plan, disability, life insurance, flexible spending account options and vacation time. We also offer an inclusive and equity-centered environment where we encourage staff to bring their whole selves to work.

How to Apply

- Visit www.edjoin.org and create a new account to begin your application.
- You will be prompted to electronically attach a letter of interest, resume, list of professional references and any applicable credentials or licenses.
- Our Human Resources team will then review your entire application to determine your eligibility status and contact you directly should you move forward in the process.

Verification

Applicants may be required to submit verification of qualifying education and experience at any point during the recruitment and selection process. If education verification is required, information on how to verify education requirements, including verifying foreign education credits or degree equivalency, can be found at <http://sfdhr.org/how-verify-education-requirements>.

Note: Falsifying one's education, training, or work experience or attempted deception on the application may result in disqualification from this and future job opportunities with the San Francisco Unified School District.

Non-Discrimination Policy

San Francisco Unified School District programs, activities, and practices shall be free from unlawful discrimination, harassment, intimidation, and bullying based on actual or perceived race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics. This policy extends to San Francisco County Office of Education, including community school programs and activities.

For more information about the District's non-discrimination policy, please review [Board Policy 4030](#).