



Senior Director of Food Access

Mission, Vision, and Values

The Nashville Food Project brings people together to grow, cook and share nourishing food, with the goals of cultivating community and alleviating hunger in our city. At The Nashville Food Project, we embrace a vision of vibrant community food security in which everyone in Nashville has access to the food they want and need through a just and sustainable food system. This mission and vision are guided by core organizational values, including hospitality, stewardship, interdependence, learning, justice, and transformation.

Organizational Background

The Nashville Food Project (TNFP) was born from the idea that good food is a matter of basic dignity. Since its start in 2007, TNFP has served thousands of Nashvillians facing food insecurity. In 2011, TNFP was incorporated as an independent nonprofit, shifting the focus of its meals program toward a collaborative partnership model and launching an urban agriculture program. Today, TNFP continues to connect people to nourishing food and to each other through vibrant urban agriculture projects, made-from-scratch meals, and food shared with local partners working to disrupt cycles of poverty.

Position Summary

The Senior Director of Food Access (SDFA) provides strategic leadership for TNFP's Food Access programs, including Community Meals, Produce Rx, Market Access, and Food Recovery. Reporting to the Chief Operating Officer (COO) and collaborating closely with program leadership, the SDFA translates organizational priorities and strategy into programmatic goals and activities, supervises Food Access staff, develops and maintains a network of program partnerships, and oversees budgets, compliance, and annual workplans. This role advances TNFP's mission by ensuring alignment with federal nutrition programs, monitoring impact, and developing systems and partnerships that expand and strengthen the effectiveness of TNFP's Food Access programs.

ESSENTIAL JOB FUNCTIONS

Program Leadership

- Collaborate with the COO to implement and assess strategic priorities for TNFP's Food Access programs, including Community Meals, Produce Rx, Community Markets, and Food Recovery
- Develop and oversee implementation of annual work plans and staff goals for the Food Access team
- Develop the department budget in collaboration with the COO and CCO, including forecasting earned revenue and expenses, monitoring expenditures, and aligning resources with strategic program priorities

- Develop and ensure effective implementation of systems for managing food access logistics (e.g., deliveries, donation pick-ups, partner site visits), delegating to managers and coordinators as appropriate
- Collaborate with the Culinary Operations team to develop and implement systems and processes to ensure effective and successful delivery of the Community Meals program

Partnership Development

- Develop and oversee implementation of standard operating procedures (SOPs), compliance training materials, and stakeholder communications to ensure thriving partner relationships for all Food Access programs
- Develop and maintain strategic partnerships with diverse community stakeholders to increase the reach and impact of food access programming
- Oversee implementation of TNFP's partner intake and selection process for all food access programs, including recruitment, communication, and partner selection activities
- Develop and update Memoranda of Understanding (MOU) templates for all food access relevant programs and oversee the development of formal program partner agreements

Administrative

- Provide direct supervision to Food Access managers and directors, fostering a culture of accountability, collaboration, and continuous improvement
- Develop and oversee budgets for all Food Access programs, including forecasting, monitoring, and aligning resources with strategic priorities
- Develop and maintain systems for invoicing, compliance, and reporting with partner organizations participating in food access programs
- Develop and oversee implementation of systems for effective management and compliance of federally funded programs, including CACFP, SFSP, and SNAP
- Oversee timely and accurate completion of all reporting and compliance requirements for community meals and Produce Rx partners
- Develop and monitor systems for cross-department communication and program implementation between the Food Access team and the Culinary Operations team, ensuring effective functioning of the Community Meals and Procurement programs
- Ensure effective cross-department collaboration between Food Access, Community Engagement, and Culinary Operations teams to strengthen program integration

REQUIRED QUALIFICATIONS

- 5–7 years in program strategy, budget development, and personnel management
- 2+ years in compliance management for government funded programs
- Demonstrated ability to lead long-term planning while navigating short-term strategic opportunities and challenges
- Experience guiding program design and execution with measurable outcomes
- Experience managing grants, budgets, and partnership resource allocations
- Skilled in cultivating partnerships with nonprofits, businesses, civic groups, and government
- Highly organized, with strong project management and problem-solving skills
- Confident working independently and collaboratively
- Strong interpersonal skills and ability to cultivate safe and ethical community relationships
- Strong written, verbal, and interpersonal communication skills
- Cooperative and collaborative work ethic and a positive attitude

- Awareness of, and sensitivity to, power dynamics within marginalized, immigrant and refugee, and/or BIPOC communities
- A valid driver license and safe driving record

PREFERRED QUALIFICATIONS

- Bachelor's degree or higher
- Interest in anti-hunger work and food justice
- Proficiency and comfort using computers, with abilities in Microsoft Office and Google Suite
- Comfortable driving cargo vans and completing deliveries in diverse weather conditions
- Experience with CACFP and/or SFSP
- Bilingual language proficiency in Spanish or Arabic

CLASSIFICATION

This is a full-time, exempt salaried position at 40 hours/week. Occasional weekend and evening hours may be required. This grade of this position in the TNFP Compensation Policy is 38E.

COMPENSATION & BENEFITS

Annual salary range for this role begins at \$56,800, commensurate with experience. TNFP offers a benefits package for full-time employees including:

- 75% employer paid health insurance for employees, voluntary dental and vision insurance
- 25% employer paid health insurance for dependents, voluntary dental and vision insurance
- Employer paid term-life and AD&D insurance, and long-term disability insurance
- Cell phone stipend
- 15 paid holidays
- Generous Paid Time Off (PTO) program
- Parental leave
- Ongoing training and professional development opportunities
- Flexible work environment (i.e., remote and/or hybrid), including hours and location

To apply, please send a resume and cover letter outlining your interest in our work and mission to info@thenashvillefoodproject.org by **April 24, 2026**.

In all aspects of its work, The Nashville Food Project strives for a culture of inclusivity and fairness without discrimination based on race, color, religion, sex, sexual orientation, national origin, age, veteran status, disability, or any other characteristics protected by law.