



Do you want to be part of an innovative organization making an impact upon the quality of life for hundreds of vulnerable Yolo County seniors and disabled? Is the “why” you do your job a priority in your career? Then you may be the hero we’re seeking to provide nourishing meals to aging adults countywide lacking the access and/or the ability to dependably prepare their own healthy meals.

POSITION SUMMARY

The Engagement Manager will report to and work closely with the Executive Director to develop and implement the organization’s philanthropy and communications plan, ultimately directing the work of others essential to the success of marketing, communications, and philanthropy at Meals on Wheels Yolo County (MOW Yolo). As a member of the management team, the Engagement Manager will be included in organization-wide strategic planning and decision making and has a pulse on both short and long-term operational objectives, as well as a comprehensive view of the strengths, weaknesses, opportunities, and threats experienced by the organization.

KEY RESPONSIBILITIES

- Participate in organization-wide strategic planning and goal setting activities.
- Creatively connect the community with MOW Yolo’s intent, impact, outcomes, and brand using a multi-media approach.
- Participate in the full philanthropic process, and primarily responsible for gift tracking and gratitude processes.
- Innovate, create, and collaborate to shape and maintain effectiveness and efficiency as the Engagement Department emerges at MOW Yolo.
- Direct supervision of 1-2 employees as the Engagement Department builds out.
- Participate in organization-wide events and initiatives; invited to attend all Board of Directors meetings.
- Coordinate with other staff as needed to integrate all strategic elements of MOW Yolo work to strengthen organizational impacts and outcomes.
- Model MOW Yolo core values and organizational culture in all work efforts.

QUALIFICATIONS AND EXPERIENCE

- Three+ years of nonprofit communications and/or development experience, or an equivalent combination of relevant education/training and experience.
- History of interrelated professional experiences related to communications, public relations, website management, social media management, design project management, and advertising and how they combine to philanthropically engage the community.
- Strong data entry and reports background, ideally with experience in donor/CRM databases.
- Motivated self-starter with leadership potential.

- Passion and enthusiasm for the mission and work of MOW Yolo that achieves goals by inspiring and motivating co-workers and the community.
- Able to demonstrate a high level of integrity and strong interpersonal skills that build relationships both internally and externally.
- Experience desirable with Adobe Illustrator, Photoshop, Acrobat, and Premiere Pro or similar programs for graphic design, as well as PDF editing, and video editing.
- Experience as a photographer and/or selecting and editing photography for business, promotional, and social media purposes.
- Comfortable working with Microsoft Office Suite; Google Workspace familiarity and background using a CRM database are desirable.
- Willingness to take on new tasks and responsibilities as the position evolves and the organization grows.

POSITION REQUIREMENTS:

- Valid California driver's license and proof of insurance.
- Proof of COVID-19 vaccination + booster required.

COMPENSATION & BENEFITS

Salary range is \$60,000 - \$70,000 per year plus benefits including 100% paid medical, dental, and vision, vacation, sick leave, and 10 holidays annually.

APPLICATION PROCEDURE & TIMELINE

Please submit your resume to HR@mowyolo.org. Applicant screening will be ongoing as the goal is to welcome a new team member as soon as possible.

ABOUT MEALS ON WHEELS YOLO COUNTY

The Meals on Wheels concept first arrived in Yolo County 50 years ago, when the need for low-income, homebound seniors to receive nourishing meals was identified by compassionate volunteers. By 1975, demand had increased, and the nonprofit now known as People Resources, Inc. – operating as Meals on Wheels Yolo County – took the lead to ensure the continuity of this important work. Not surprisingly, the service level has grown more than 50 times larger since those early days. Approximately 450 Yolo County seniors in need of assistance are now provided with five nourishing meals each week via three weekly wellbeing visits by a trained, caring volunteer. Focused upon building the organization's capacity and operational fortitude, "Operation Accelerate" is speeding ahead Meals on Wheels Yolo County's ability to nourish more seniors in more Yolo County communities, more nutritiously and more equitably in the near future.

All positions at Meals on Wheels Yolo County serve as ambassadors to ensure the resources needed for our success, and an innovative, entrepreneurial spirit is encouraged to accomplish both individual and organization-wide objectives. Visit our website for details about our programs and impact: www.mowyolo.org