



## Program Director

### MISSION STATEMENT

Motivated by Christ's love, this position plays a role in promoting the holistic ministry of Food for the Hungry through the framework of the organization's Corporate Identity. Food for the Hungry seeks to walk with churches leaders and families in overcoming all forms of human poverty by living in healthy relationship with God and His creation.

### SUMMARY

The Program Director oversees the implementation of all programs in a specific country, develops new programs, and represents FH locally.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- **Key Result #1** – Initiate and oversee program assessments
- **Key Result #2** – Oversee design of new programs in coordination with Program Managers, and seek adequate funding sources
- **Key Result #3** – Oversee the implementation of all programs in a specific field, including: ensure adequate documentation and reporting; manage human resources; manage finances; provide spiritual leadership
- **Key Result #4** – Monitor and evaluate programs
- **Key Result #5** – Represent FH in field and liaise with HQ
- Other duties may be assigned

### QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty/function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Has a vibrant personal relationship with Jesus Christ, commitment to Food for the Hungry's Vision of a Community, agreement with mission and desire to actively participate in group devotions.
- Appropriate academic and experiential technical background.
- Strong relational and team-building skills.
- Highly organized, able to multi-task and manage priorities.
- Excellent written and verbal communication skills; proficiency in Microsoft Office Suite.
- Physical requirements: Ability to sit at a computer for 8 hours a day doing repetitive motions on a keyboard; ability to lift 25 pounds above shoulder height consistently; ability to stand for long periods, walking over rough, uneven or rocky surfaces at times.
- Ability to travel domestically and internationally up to 25% of time per year.

### EDUCATION and/or EXPERIENCE

Bachelor's degree (B. A.) from accredited four-year college or university in related field; three to five years field experience in supervisory capacity; or equivalent combination of education and experience. Masters strongly preferred.

### SUPERVISORY RESPONSIBILITIES

Supervises all field staff in a specific country.

### LANGUAGE SKILLS

Proficiency in spoken and written English. Other specific language skills may be required depending on location.