



Title: Food as Medicine Program Coordinator (Part-Time, 24 hours/week)

Reports to: Program Director

Department: Health and Well-Being

SUMMARY

The Buffalo Niagara Medical Campus (BNMC) Food as Medicine Program Coordinator acts as a change agent to make Buffalo a healthier place for all. The primary responsibility of this role is to coordinate the work and execute deliverables of a grant funded Food as Medicine Research Study, by working with BNMC's member institutions and community partners. This is a 1 ½ year grant-funded position with potential for extension beyond that based on qualifications, need, and project success.

The Food as Medicine Research Study aims to improve health behaviors, nutrition-related knowledge and skills, self-efficacy, and indicators of mental health and quality of life through delivery of fresh prepared healthy meals, nutrition education, and mindfulness workshops to 125 participants, including highly stressed Medical Campus clinicians and residents of the surrounding neighborhoods. The BNMC is working under this initiative with a network of local partners including Kaleida Health, Roswell Park Comprehensive Cancer Center, Urban Fruits and Veggies, Osteria, The Mindful Institute, and Queen City Couriers. Collaboration with like-minded organizations in Buffalo, and those in the national Food as Medicine space, is essential.

Other work may be required of this position as needed in the department's other grant-funded programs and focus areas. This may include the USDA Farmers Market Promotion Program healthy foods initiative, as well as internal BNMC events and well-being programs.

The BNMC Team aims to create a healthy, safe, and livable community by making it easier to access nutritious food and active living opportunities for all: employees, patients, visitors, and residents of the medical campus. We actively work towards creating a culture of health and well-being in a place that is primarily known for treating illness. We have an extensive history of working with private and public funders to invest in evidence-based best practices to encourage healthy behaviors for all. For more information, please see www.bnmc.org/health

ESSENTIAL FUNCTIONS

- Coordinate culinary education, meal delivery, nutrition education workshops, mindfulness workshops, and health metric data collection for program stakeholders and participants.
- Coordinate delivery of all program components to participants in partnership with project stakeholders (Roswell Park Comprehensive Cancer Center, Kaleida Health, Osteria, Urban Fruits and Veggies, Mindful Institute, and Queen City Couriers).
- Implement software to on-board program participants, manage program delivery and oversee data collection.

- Develop and implement processes for participant recruitment, screening, and onboarding, in collaboration with program partners.
- Develop and implement pre-post assessments and data collection and management procedures in collaboration with program partners.
- Fulfill all reporting requirements throughout the duration of the grant period.
- Facilitate regular meetings with program partners.
- Represent BNMC Team at offsite events and meetings.
- Correspondence with external vendors for related Healthy Communities programs.
- Perform other duties as assigned.
- Some work may be done virtually; the role will require occasional travel to partner sites in fulfillment of program deliverables.

QUALIFICATIONS/REQUIREMENTS

Minimum of bachelor's degree in social sciences, social work, dietetics, public health, or health related field with two years of relevant work experience required. Master's degree in public health, social work, or related field preferred.

Experience conducting research in community settings, synthesizing findings, writing reports, and presenting results.

Experience working with a diverse group of stakeholders.

Excellent verbal and written communication skills.

Excellent project management skills.

DESIRED SKILLS

Facilitation and Consensus Building; Program Planning and Evaluation; Data Collection; Project Management; Social Design; Event Planning.

TEAM VALUES

BNMC is a team environment that fosters intelligent risk-taking to build a community of change makers & develop innovations that advance our city. Core values any member of the BNMC team must embrace include:

- Be inclusive and collaborative
- Drive positive change
- Work on behalf of others
- Imagine possibilities
- Act sustainably and equitably
- Teach, learn from, and respect each other
- Be passionate

ABOUT THE BNMC

About Buffalo Niagara Medical Campus

The Buffalo Niagara Medical Campus (BNMC) seeks to re-imagine our city's future through the dynamic intersection of technology, health, discovery, and collaboration. The BNMC is an enterprise focused on cultivating inclusive innovation in partnership with our community. We do this by improving infrastructure, managing our sustainable transportation system, creating a culture of health and wellbeing, facilitating and nurturing innovation, and working with our partners to drive equitable economic development and growth. www.bnmc.org.

BNMC, Inc is an equal opportunity employer. Interested and qualified individuals from underrepresented populations and/or who live within a 1-mile radius of the Medical Campus are encouraged to apply. The position includes competitive salary and benefits.

HOW TO APPLY:

Applicants are asked to submit a resume and cover letter to employment@bnmc.org by Friday October 29th 2021. Please note that applications will be reviewed on a rolling basis. We thank all applicants – however, only candidates selected for a follow-up will be contacted. No phone calls please.