



Job Posting – Site Associate, P2P on Wheels mobile food pantry (Stamford CT)

Full Time, Benefits Eligible

About Person to Person

Established in 1968, Person to Person (“P2P” – www.p2phelps.org) P2P is a community-supported agency which provides assistance to individuals and families as they move toward economic stability. The vision that guides P2P’s work is “educated, financially stable and hunger-free homes for all.” With a financial budget of over \$5MM, an additional \$10MM in annual “in-kind” donations, and over 75,000 volunteer hours donated annually, P2P is a well-managed and innovative agency. More than 90% of all donations go directly to programs, which include three food pantries including a mobile food pantry (P2P on Wheels), a clothing center, bilingual casework support, emergency financial assistance, summer camperships for children, and college scholarships and mentorships to students seeking to change the trajectory of the next generation.

Position Summary

Person to Person seeks a dynamic, engaged, innovative, warm and mission-focused Site Associate to co-lead the agency’s mobile food pantry (“P2P on Wheels”). Guided by a strong and sincere commitment to P2P’s mission, the Site Associate will support the agency’s food assistance programs by traveling with the mobile pantry into seven different neighborhoods of Stamford each week to provide food assistance and support to P2P’s clients, getting food where it needs to be.

Together with the P2P on Wheels Driver/Associate, the Site Associate will ensure the success of the mobile food pantry operations by setting up and breaking down the site for each shift, working with representatives of the host locations as needed, training and overseeing volunteers, checking in clients and managing food pantry appointments. This person will be responsible for keeping accurate and timely records in a Salesforce database.

The Site Associate will possess the excellent interpersonal and communication skills needed to work with members of the public who are in need of assistance and in some cases may be facing extraordinary challenges. The successful candidate will be patient and compassionate while able to generate excitement and to build and nurture volunteer relationships. S/he is a positive leader, energetic and engaging, with an upbeat disposition and a ‘can do’ approach. H/she will work with a hands-on approach with agency staff and volunteers, excited by and embracing change while promoting an agency culture of dignity, respect and lifelong learning to the Lower Fairfield community.

Requirements & Qualifications

- A commitment to the mission and activities of P2P;
- Excellent interpersonal skills, including communication and diplomacy;
- Desire and enthusiasm for working with diverse groups of people;

- Excellent customer service skills, patience and professionalism when interacting with members of the public, including P2P clients, volunteers and donors;
- Strong self-starter and ability to work independently while also contributing to a team;
- Ability to manage multiple concurrent tasks;
- Compassion, warmth and a sense of humor;
- Ability to lift 40 pounds while bending and twisting;
- Computer proficiency; experience with Salesforce a plus;
- Bilingual or multilingual (Spanish, Haitian Creole, English).

Person to Person offers competitive compensation, excellent benefits, and a supportive workplace culture. **The salary range for this position is \$22 - \$25 per hour.** Benefits include health, dental, vision, supplemental, long-term and short-term disability insurance, 403(b) retirement savings plan, FSA and DCA plans, four weeks paid vacation, paid sick time and paid federal holidays including Juneteenth.

Person to Person is committed to creating a diverse environment. We believe that a commitment to diversity, equity and inclusion provides the best environment, experience and services for everyone, and especially the P2P Community.

Please submit a letter of interest or resume and thoughtful cover letter to jobs@p2phelps.org Attn: Lauren Franciamore, Chief Programs & Human Resources Officer. No telephone calls, please.

Person to Person is an Equal Opportunity Employer.