

Job Title: Independent Contractor

Company: CodeBright Solutions

Industry: Non-Profit

Employment Type: Temporary

Location: Alabama

Job Description:

CodeBright Solutions seeks a dedicated and proactive Independent Contractor to support our client, Feeding Alabama. As a crucial team member, you will help address the critical issue of food insecurity in Alabama. Your work will encompass a variety of tasks, including program support, data analysis, compliance reporting, and fundraising efforts. We are looking for someone passionate about making a difference and preferably with experience in food banking or non-profit program management.

Key Responsibilities:

1. Program Support:

- Assist in implementing and coordinating Feeding Alabama programs.
- Work closely with program managers to meet goals and objectives.
- Develop and enhance program materials and resources.

2. Data Analysis:

- Collect, organize, and analyze data to assess program performance.
- Generate insightful reports to guide decision-making and improvements.
- Maintain high standards of data accuracy and integrity.

3. Reporting Compliance:

- Prepare and submit compliance reports to federal agencies and stakeholders.
- Stay informed about reporting requirements and deadlines.
- Ensure compliance with all regulatory obligations.

4. Federal Programmatic Work:

- Assist in the administration and oversight of federal programs.
- Manage program budgets and funding allocations.
- Coordinate staff training and program implementation.

5. Fundraising Support:

- Work with the fundraising team to organize campaigns and events.
- Build and maintain positive relationships with donors and supporters.

Qualifications:

- Experience in food banking or non-profit program management preferred.
- Strong analytical skills and proficiency in data management.
- Excellent communication and collaboration abilities.
- Ability to work independently and manage multiple tasks effectively.
- Passion for addressing food insecurity and making a positive impact.

Join us at CodeBright Solutions and contribute to a meaningful cause while working in a dynamic and supportive environment. If you are ready to make a difference in the lives of individuals and families in Alabama, we encourage you to apply for this exciting opportunity.

Send Resume to jobs@codebrightsolutions.com