

D.C. HUNGER SOLUTIONS – Part-Time Anti-Hunger Program Associate (SNAP)

Position Available

D.C. Hunger Solutions seeks a highly motivated and skilled individual to join its staff as a **Part-time Anti-Hunger Program Associate (SNAP)**.

Through client outreach, the Part-time Anti-Hunger Program Associate (SNAP) will be responsible for working to increase participation in the Supplemental Nutrition Assistance Program (SNAP) in the District of Columbia. As part of the D.C. Hunger Solutions team, the Part-time Associate will work directly with District residents seeking assistance, conducting eligibility pre-screenings, completing SNAP applications, conducting mid-certification and re-certifications. The Part-time Associate will work closely with the Anti-Hunger Program Associate (SNAP) and SNAP & WIC Outreach Associate to conduct follow-up calls, address SNAP application issues and process SNAP pre-screenings. The ideal candidate must be committed to addressing hunger and poverty in Washington, D.C.

This position reports to the Director. Currently, FRAC is operating in a hybrid office environment.

Organizational Background

FRAC works to improve the nutrition, health, and well-being of people struggling against poverty-related hunger in the United States through advocacy, partnerships, and by advancing bold and equitable policy solutions. To attain this mission, FRAC engages in research, policy analysis and advocacy, coalition-building, outreach, technical assistance and training, and an array of communications strategies. In partnership with hundreds of national, state and local nonprofit organizations, public agencies, corporations, and labor organizations, FRAC addresses hunger and food insecurity, and poverty as their root cause.

Founded in 2002, D.C. Hunger Solutions initiative of FRAC, seeks to end hunger in the nation's capital. By leveraging substantial available federal dollars and improving D.C.'s operations of federal and local nutrition programs, D.C. Hunger Solutions work has helped to feed tens of thousands of District residents struggling with hunger and has increased access to healthy, affordable food. D.C. Hunger Solutions also leads or plays a key supporting role in the efforts of the various anti-hunger and anti-poverty coalitions throughout the city (e.g., the D.C. Fair Budget Coalition, D.C. Chapter Good Food Purchasing Program, Fair Food for All, the Language Access Coalition, and the Mayor's Commission on Healthy Youth and Schools). For more information on D.C. Hunger Solutions, visit: www.dchunger.org.

Responsibilities

The responsibilities of the Part-time Anti-Hunger Program Associate will predominantly involve working with District of Columbia residents processing SNAP Applications, mid-certifications and re-certifications. This position will also involve strategizing alongside D.C. Hunger Solutions staff to create solutions for a more efficient SNAP application process for District residents.

Responsibilities include:

- Review SNAP applications; provide case management support for new and existing District SNAP clients; assist with SNAP mid-certifications and re-certification status.
- Coordinate with SNAP/WIC Outreach Associate on processing SNAP pre-screening applications.
- Provide support to Anti-Hunger Program Associate - SNAP on how to integrate the team's work on SNAP across the District.
- Identify and develop opportunities to address and create solutions for SNAP application process in the District.
- Record and track District SNAP Client interactions to include pre-application, mid-certification, re-certifications, challenges, questions and concerns.
- Assist in the development of solutions to SNAP Application process with SNAP Team.

Skills and Qualifications

- At least six months of relevant experience working with SNAP clients processing SNAP applications. Experience working with TANF, Medicaid or other direct service programs is acceptable.
- Good conceptual, strategic thinking, and creative skills.
- Detail-oriented planning and implementation skills.
- Willingness to work varied hours.
- Demonstrated ability to reach out effectively to families living with low-income and community-based organizations.
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- Ability to collect, analyze, and report on program data.
- Strong organizational skills and the ability to manage several tasks simultaneously.
- Excellent interpersonal skills.
- Strong team orientation.

Compensation

\$17.80 per hour, 20 hours per week for 3 months, with the possibility of extensions.

To Apply

Click [here](#) to submit a resume, writing sample (not to exceed three pages), and cover letter providing a summary of accomplishments and experience.

No phone calls please

Closing Date

The position is available immediately. It will close when filled. However, FRAC/DC Hunger Solutions seeks to hire a qualified individual as soon as possible.

FRAC/DC Hunger Solutions is especially interested in candidates with lived expertise with hunger or poverty and those with a commitment to racial equity and social justice who can contribute to the diversity of the organization.

FRAC/DC Hunger Solutions is an equal opportunity, affirmative action employer firmly committed to a policy against discrimination based on age, gender, race, religious creed, sexual orientation, disability, or ethnic or national origin.