bounty & soul

POSITION PROFILE

Director of Program Operations

September 2026

This search is managed in partnership with Summit Search Solutions, Inc.

ABOUT BOUNTY & SOUL

A comm**UNITY**-based non-profit providing access to fresh produce and wellness education for everyone.

Bounty & Soul is an innovative grassroots community-based organization working to advance food and nutrition security by giving everyone a fair opportunity to eat well, be healthy, and thrive. Bounty & Soul provides consistent access to nourishing food, health & well-being education, and a supportive community. They partner with regional farms to support the food system economy. The effects of Hurricane Helene are still being felt, along with cuts to federal programs that protect the most vulnerable. Bounty & Soul remains committed to addressing the immediate critical needs of community members while recovering from the storm and working to mend a fraying safety net. The culture is deeply rooted in passion, positivity and collective dedication to Bounty & Soul's mission. The team is made up of staff, volunteers, community partners, and key stakeholders who power the work.

To view the 2025 annual report, click here.

BOUNTY & SOUL'S CORE PROGRAM LANDSCAPE INCLUDES

Produce to the People™: Weekly community markets offering nutritious, culturally relevant food, cooking demonstrations, children's activities, and community connection. Managed by a peer director/team.

Farmers Alliance™: Partnerships with 72+ local farms, community gardens, and home gardens to support access to local foods and gardening education. Managed by a peer director/team.

Rooted in Health™: Community-focused nutrition, wellness, cooking, food preservation, gardening, sustainability, self-care, and stress-relief education in English and Spanish. This role will help hire and develop the currently vacant Rooted in Health Manager.

Benevolent Box: Bounty & Soul's Benevolent Box program delivers fresh produce, shelf-stable items, and necessary home goods directly to the homes of seniors, individuals with medical challenges, and anyone lacking transportation to visit their community markets.

Community Engagement/Emerging Initiatives: External community-health relationships, program development, and new initiatives. The Director may also eventually lead development of a revenue-generating program.

MISSION

Together, we connect, share, and celebrate nutritious food, education, and community.

VISION

Creating communities where everyone has the right and opportunity to eat well, be nourished, and thrive.

Volunteers are the heartbeat of Bounty & Soul. It couldn't operate without their service, dedication, and commitment. Every week volunteers donate their time and talents to improving the health and well-being of their fellow community members. There are over 600 active volunteers responsible for loading/unloading trucks, displaying the bounty of food, helping participants select their food, assisting with educating on healthy ways to prepare the food, helping our farm partners, or sharing a hug.

BOUNTY & SOUL'S COMMITMENT TO DIVERSITY AND INCLUSION

The heart of Bounty & Soul's mission recognizes and celebrates diversity, inclusion, social justice, and community-led solutions to inequities. Bounty & Soul believes that to fully embrace diversity and inclusion, everyone must feel seen, heard, respected and valued. Within our team, we strive to nurture a culture where inclusion and diversity are a reflex, not an initiative - one that unifies us in a shared sense of celebration, care, respect, passion, and commitment to social and environmental responsibilities. In that spirit, we center community in all decision-making and carry out our mission in accord with community desires.

ABOUT THE POSITION

Bounty & Soul is seeking a strategic, people-centered Director of Program Operations to lead the day-to-day execution of its mission through strong leadership of programs, people, and operational systems.

Reporting to the Deputy Director, this role provides strategic and operational oversight for Rooted in Health, Volunteer Programs, Community Engagement, and Benevolent Box, as well as facilities, fleet, equipment, safety, and warehouse operations. The Director leads through a team of Program Managers, ensuring they have the support, systems, and accountability needed to deliver strong programs and meaningful community impact. This role also serves as the primary operational partner to the Director of Food and Farms, who oversees Produce to the People and Farmers Alliance. While each Director maintains responsibility for their respective areas, they work closely together to align priorities, resolve operational challenges, and provide cohesive leadership across the organization.

The salary range for this position is $70,000-$76,000 depending on candidate experience. There is also a competitive comprehensive benefits package, including health, dental, vision, short term disability, life insurance and PTO.

LOCATION

Bounty & Soul's offices and warehouse are in scenic Black Mountain, NC.

DUTIES AND RESPONSIBILITIES

Leadership & Staff Development

- Lead, coach, and develop Program Managers while strengthening leadership capacity across the organization.
- Build a culture of accountability, collaboration, innovation, and continuous improvement.
- Provide ongoing feedback, professional development, and performance support.
- Lead hiring, onboarding, and performance management for Program Managers in partnership with the Deputy Director.
- Facilitate effective communication and collaboration across teams and departments.

Program & Operational Leadership

- Provide strategic and operational oversight for Rooted in Health™, Volunteer Programs, Community Engagement, Benevolent Box, and new or emerging initiatives.
- Support Program Managers in delivering high-quality, mission-aligned, participant-centered programs that are responsive to community needs.
- Translate organizational priorities into effective operational plans, systems, policies, and workflows.

- Strengthen coordination across programs and departments and lead cross-functional problem-solving and continuous improvement.
- Monitor organizational capacity and identify opportunities to improve efficiency, strengthen programs, and support sustainable growth.

Operational Excellence

- Oversee facilities, fleet, equipment, safety, warehouse coordination, and risk management through the appropriate team members.
- Develop and maintain operational policies, procedures, and systems that support effective and sustainable program delivery.
- Support resource allocation, operational planning, disaster preparedness, and continuity planning.
- Develop systems that improve efficiency while preserving the dignity-centered experience that defines Bounty & Soul.

Data, Evaluation & Resources

- Oversee program reporting, data integrity, evaluation, organizational metrics, and continuous quality improvement.
- Use data and evaluation to strengthen performance and improve community impact.
- Develop and manage program budgets, monitor expenditures, and ensure responsible use of organizational resources.
- Support grant implementation, reporting, and operational planning for capital projects.

Community Leadership

- Represent Bounty & Soul in community partnerships, collaborative initiatives, and public-facing opportunities.
- Build relationships with organizations and partners across healthcare, education, food systems, and government.
- Support advocacy efforts related to food insecurity, nutrition, health equity, and community resilience.

DESIRED QUALIFICATIONS

- Bachelor's degree required.
- A demonstrated record of progressively responsible leadership experience, including significant experience supervising managers and developing high-performing teams.
- Experience leading complex nonprofit or mission-driven operations and managing multiple programs simultaneously.
- Strong program management, project management, budgeting, and organizational leadership skills.
- Experience using data and evaluation to improve performance and outcomes.
- Excellent written and verbal communication, problem-solving, and relationship-building skills.
- Experience working with diverse communities.
- Trauma-informed leadership experience preferred.
- Passion for food justice, public health, community resilience, equity, and dignity-centered leadership.

The Ideal Candidate

The ideal candidate is a confident, emotionally intelligent leader who can translate strategy into action and bring clarity to complex, interconnected work. They are systems-oriented and organized while remaining adaptable, collaborative, and calm under pressure. They enjoy developing people, building strong teams, solving problems, and creating systems that help an organization grow without losing sight of its mission and community.

HOW TO APPLY

Bounty & Soul, in consultation with Summit Search Solutions, Inc., will begin a confidential review of application materials immediately and continue until the position is filled; **individuals who apply by October 6th will be given first consideration.** Please submit a resume and letter of interest upon application. All applications and nominations will be held in confidence.

To apply online, go to: https://theapplicantmanager.com/jobs?pos=su525

For more information or to offer recommendations or nominations:

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Bounty & Soul is an equal opportunity employer and will not discriminate against any applicant for employment, or any employee because of age, color, sex, disability, national origin, race, religion, or veteran status.

Summit Search Solutions, Inc. is a boutique executive search firm dedicated to serving education and nonprofit communities nationwide. Summit has a team of experienced recruiting consultants in strategic locations across the country including North Carolina, California, Colorado, Kansas, and New York.

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Love notes mean so much to our community as a new participant recently expressed,

"Oh my goodness I just wanted to tell you how grateful I am for these beautiful messages that sneak their way into our boxes. The one I received yesterday was particularly special and was exactly what I needed to hear! I literally cried tears of joy when I read it. Thank you for all of your time dedicated to this beautiful volunteer project and thank you to all the people that send these notes, they really do make a difference!"