We believe hunger is unacceptable.

POSITION AVAILABLE: OPERATIONS SPECIALIST

ABOUT BELLINGHAM FOOD BANK

Bellingham Food Bank is Whatcom County's largest hunger relief organization. We are a 501(c)(3) nonprofit organization. We provide free groceries in a dignified setting to 1 in 5 Whatcom County households annually.

VISION

We at Bellingham Food Bank envision a community with a thriving food system where everyone has equitable access to the food they need and want.

MISSION

We reduce hunger by:

- creating access to high quality, desirable food and other essentials.
- building a responsive regional hunger relief network.
- disrupting racism, because of its historical and structural connection to hunger and poverty.

VALUES

Quality & Choice: We offer a variety of high-quality, culturally relevant foods and other essentials. We strive to create a welcoming, respectful, and dignified experience.

Justice & Equity: We believe hunger, poverty, and systemic racism are inextricably linked. Food justice is social justice.

Inclusion & Access: We actively work to remove barriers to food and essentials and to offer what is familiar and valued by our diverse community.

Responsiveness & Innovation: We are adaptive and curious. We listen, experiment, learn, and adjust as we seek ways to deepen our impact on both immediate needs and the root causes of hunger.

ABOUT THE POSITION

This position is a physically active, frontline role which entails working in a highly collaborative and dynamic environment. A person in this role interacts every workday with food bank volunteers, food bank staff, and food bank recipients.

ABOUT YOU

Bellingham Food Bank values staff who can bring deep empathy, compassion, and creativity to their work. We seek individuals who understand that food is a fundamental human right and who want to join us as we provide food to our community and work to undo the systems that have led to the need for food banks. We also believe that humor, levity, and camaraderie are crucial to the work that we do!

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Job Title & Description: **Part-Time Operations Specialist**

Department	Operations	**Supervisor**	Operations Manager
Hours/Position Type	18-24 hours per week, regular part-time, non-exempt	**Location**	1824 Ellis St, Bellingham, WA 98225 & off-site as required
Starting Wage	$26.00 hourly	**Posted**	October 2026

Specific Functions

This position will primarily support all functions of the free grocery service.

- Offer support, training, and direction to volunteers in conjunction with other staff.
- Provide customer service to BFB clients with a focus on compassion, respect, and empathy.
- Assist with inventory tracking, organizing and maintaining stockroom and distribution floor.
- Operate reception desk, check in clients with accuracy, care, and compassion
- Occasional support of home delivery program

Skills & Qualifications

- Ability to operate the following equipment or enthusiastic to learn: Refrigerated box truck w/liftgate, large van, forklift, manual and electric pallet jacks, power washer. Valid Driver license required, no certifications required.
- Willingness to undergo Washington State Patrol and Sex Offender background check.
- Experience working with people undergoing challenging life circumstances, demonstrated ability to provide compassionate and respectful service to individuals from all walks of life.
- Ability to lift up to 50 pounds repeatedly throughout an 8-hour workday, move quickly, climb in and out of box trucks, stand on concrete for several hours at a time.
- Basic computer literacy required. Experience using Excel, Word, and Salesforce preferred.
- Willingness to learn and use BFB inventory software, data management software, and routing optimization app required.
- Strong commitment to social/food justice, anti-racism; willingness to continue to learn about these concepts and to apply them to daily work at BFB.
- Independent motivation to identify tasks and complete them, ability to prioritize and manage competing demands.
- Ability to lead when needed but also to be a team player.
- Intermediate or advanced Spanish proficiency preferred. Russian, Ukrainian, Chinese, or Arabic language skills also beneficial.
- Enthusiastic about working with a diverse group of staff, volunteers, and food bank visitors.

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Work Environment

Reports to Operations Manager, works alongside a highly collaborative Operations team on site at BFB, as well as the warehouse and admin teams. Work environments include: Warehouse, walk-in cooler & freezer, free grocery store.

Benefits

This position is eligible for paid time off (PTO) and partial holiday pay. It does not qualify for health benefits. Eligibility for retirement plan participation will depend upon actual hours worked.

To Apply:
Send one-page cover letter and resume, including 3 references, to info@bellinghamfoodbank.org, subject "Part Time Operations Specialist" by Friday, November 13th, 2026. Incomplete applications will not be considered. No phone calls, please.

Disclaimer:
This job description is not to be construed as an exhaustive list of all responsibilities, duties, and skills required for this position. All Bellingham Food Bank employees may be required to perform duties outside of their normal responsibilities from time to time, as needed, to meet the ongoing needs of the organization.

We strongly support equal employment opportunity for all staff members, as articulated by federal, state, and local laws. Alternatives to Hunger actively seeks to recruit individuals without regard to race, creed, color, gender, sexual orientation, disability, marital status, veteran status, national origin, or age. Particularly, Alternatives to Hunger and all its staff members will comply with the AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, also referred to as the "ADA' 28 CFR Part 35, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications. Our equal employment opportunity philosophy applies to all aspects of employment, including recruitment, training, promotion, transfer, job benefits, pay, and dismissal.