
Food Pantry Coordinator (Part-Time) – Delray Beach, FL

\$18–\$19/hour (starting rate) | Monday–Thursday | 10 AM – 3 PM

Make a Real Impact in Your Community

For nearly 50 years, **CROS Ministries** has been dedicated to feeding our neighbors in need across Palm Beach County and the Treasure Coast. Through a network of food pantries, volunteers, and community partnerships, we work every day to reduce hunger and improve lives.

We're looking for a compassionate, organized, and community-minded **Food Pantry Coordinator** to lead operations at our **Delray Beach pantry**. If you're passionate about helping others and enjoy working with people, this is a rewarding opportunity to make a tangible difference.

What You'll Do

As the Food Pantry Coordinator, you'll play a key role in delivering food to the hungry and food insecure in our community by:

- Managing day-to-day pantry operations
 - Recruiting, training, and supporting incredible volunteers
 - Coordinating community food drives and outreach efforts
 - Maintaining program data and preparing reports
 - Building relationships with local partners and organizations
 - Helping educate the community on the root causes of hunger and pathways to solutions
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What We're Looking For

Education & Experience:

- Associate degree in a related field, OR
- High school diploma/GED with 5+ years of relevant experience
- Must be at least 21 years old
- Experience working with volunteers is a plus

Skills & Qualifications:

- Valid Florida driver's license, clean driving record, and reliable transportation
- Ability to pass a background check and drug screening
- Strong communication and organizational skills
- Ability to multitask, problem-solve, and work both independently and as part of a team

- Proficiency in Microsoft Office and Google Workspace (Excel required)
 - Database experience is a plus
 - Bilingual (Spanish and/or Creole) is a plus
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Physical Requirements

This role is active and hands-on. Candidates should be comfortable with:

- Lifting and moving up to 25 lbs regularly
- Standing, bending, reaching, and moving throughout shifts
- Working in a fast-paced, community-focused environment

(Physical requirements described here are representative of those necessary to perform this job. Reasonable accommodation will be made where appropriate.)

Schedule & Benefits

- **Part-time:** ~20 hours/week
 - **Schedule:** Monday–Thursday, 10 AM – 3 PM
 - **Pay:** \$18–\$19/hour
 - **Benefits:**
 - 10 vacation days/year
 - 10 sick days/year
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Why Join CROS Ministries?

- Be part of a **mission-driven organization** making a real impact
 - Work alongside a supportive team and dedicated volunteers
 - Contribute directly to addressing food insecurity in your community
 - Experience a workplace that values **collaboration, respect, and accountability**
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How to Apply

Please submit the following:

- A letter of interest
- Your resume
- A completed CROS employment application

Apply online: www.crosministries.org

Email: mcaldwell@crosministries.org

Or mail to:

CROS Ministries

Attn: Meredith Caldwell
3677 23rd Ave. S., #B-101
Lake Worth, FL 33461

Questions? Call: 561-233-9009 x103

Equal Opportunity Employer

CROS Ministries is committed to providing equal employment opportunities for all applicants and employees, regardless of race, religion, gender, age, disability, or other protected status.