

COA 'Austin Healthy Food Access Initiative', FTE job description, 2016

Healthy Food Access Coordinator

This position should leverage all public and private sources to fund a full service Grocery Store and leverages both internal COA resources and external assets to implement programs that increase access to healthy food

- Initiative working with the food access incubator fund allocated during FY2016-2017 in order to create micro-grants for local businesses and grassroots organizations
- Develop and coordinate expansion of Healthy Food Retail Incentive Program
- Develop and implement Nutritious Food Incentive Program pilot with assistance from other City Departments and community organizations
- Leverage relationships with public and private organizations to generate matching funds for both the Healthy Food Retail Initiatives and Nutritious Food Incentive Program
- Apply for grant funding from State and Federal sources with support from other departments
- Disseminate information to community and businesses about healthy food access funding opportunities
- Distribute City of Austin grants to qualified businesses
- Create alignment with community organizations engaging in similar efforts
- Identify incentives for new healthy food retail
- Work with other city agencies to remove barriers to entry and build local capacity for healthy food retail
- Collaborate on research for Food Environment Analysis

Expanded Functions of existing departmental resources:

Office of Sustainability

- Collaborate on development of Healthy Food Retail Initiative and Nutritious Food Incentive Program
- Incubate a Coordinated Awareness Campaign strategy with stakeholder groups
- Develop Safe Routes to Market strategy
- Manage contract relationships with researchers to develop Food Environment Analysis

Economic Development

- Work with Food access coordinator to leverage any public and private resources to fund all full service Grocery Store
- Work with Food Access Coordinator to streamline permitting process for new and expanding healthy food retail in targeted areas
- Small Business Program to provide technical assistance to businesses that make fresh food available in targeted areas
- Disseminate information about grants to potential business owners and non-profit organizations

Health and Human Services

- Manage existing contracts and evaluate impact of all existing Healthy Food Access Initiatives
- Manage contracts for new Healthy Food Retail Incentive Program