



FEEDING AND DISABILITY SPECIALIST Position Description

SPOON, an innovative global nonprofit, is the only organization dedicated to transforming nutrition and feeding for children living without permanent families and children with disabilities. SPOON empowers and equips families, communities, and institutions to safely feed and adequately nourish children through trainings and implementation of proprietary tools. UNICEF and Ashoka recognize SPOON for our progressive approach and system-changing work that has catalyzed national policy change and yielded dramatic improvements in children's health and development.

The SPOON team consists of eight dedicated, focused, yet easy-going individuals. Our office in inner SE Portland is warm and inviting. We are bike-, kid-, and dog-friendly. The hard and serious work we do is made easier by the good company, nearby restaurants, and stellar coffee.

SPOON is seeking an experienced SLP or OT to serve as our **Feeding and Disability Specialist**. As a key member of the program team, s/he designs, develops, and implements SPOON's feeding training, assessments, and interventions, primarily through *Count Me In*, SPOON's digital assessment and intervention app. S/he performs feeding assessments internationally in orphanages and other low-resource settings and trains caregivers, internationally and domestically, on best feeding practices for typically-developing children and children with disabilities. S/he collaborates extensively with SPOON's technical team to improve and expand *Count Me In* and the program around its delivery and support. S/he also represents SPOON through participation in working groups, collaborations, and joint projects with organizations that support SPOON's mission.

This full-time, exempt position is based in Portland, OR, and requires international travel throughout the year. This key position reports to the Director of Programs and is empowered to creatively and strategically shape the impact of the organization, and the lives of children around the world.

ESSENTIAL JOB FUNCTIONS

Design and Implement Needs Assessments

- Design and complete assessments to investigate the feeding needs of children living without families and children with disabilities in low-resource settings around the world.
- Conduct interviews and research to understand the systems in place in a given region/country/community related to common feeding practices, policies, resources, and local capacity in relevant areas to disability and feeding.

Design and Deliver Interventions and Training Curricula

- Work closely with SPOON's program team to refine and expand SPOON's digital app *Count Me In*, especially assessments and recommendations related to feeding.
- Develop curriculum on feeding best practices for typically-developing children and children with disabilities.
- Travel to international project locations to train partners on SPOON's feeding interventions, including *Count Me In*.
- Contribute to development of SPOON's domestic foster care training materials, and provide training to local foster care partners on feeding topics.



Support Program Planning and Monitoring and Evaluation

- Directly or indirectly support partners to implement monitoring and evaluation tools to determine outcomes of SPOON's programs.
- Report on activities and outcomes of projects in the field through informal and formal reporting procedures, including writing trip reports and presentations.
- Collaborate with Program Team to design programs, identify long-term program goals, and develop strategies for successful project implementation.

Support Partnership Building

- Foster strong relationships with SPOON's global partners, in-country partners, governments, and other key stakeholders.
- Represent SPOON internationally and domestically at conferences, workshops, working groups, etc.

Other Responsibilities

- Provide input on grant proposals, project budgets, and funding reports as needed.
- Coordinate and monitor program volunteers and/or interns as assigned.

KNOWLEDGE AND EXPERIENCE

- SLP or OTR/L (master's or doctoral level only).
- At least 5+ years' experience with feeding, with a focus on feeding infants and children with developmental disabilities.
- Experience in developing curriculum and providing feeding training in situ and in a classroom setting.
- Exceptional trainer, highly skilled at transferring knowledge to diverse adult audiences.
- Thorough practical understanding of best practices in feeding typically-developing infants and children with disabilities, including those with cerebral palsy, Down syndrome, cleft lip/palate, autism, and related disabilities.
- Comfortable with technology.
- Works well within a team and also independently.
- Ability to communicate effectively with diverse stakeholders, including funders, policy makers, professionals from various fields, and project beneficiaries.
- Ability to travel up to 15% of the time across the United States and internationally. International trips are typically 1-3 weeks long.
- Ability to work in sometimes uncomfortable low-resource settings. Willingness to work potentially long days in the field, a flexible attitude, and the ability to handle the unexpected.
- Strong written communication skills. Grant and proposal writing skills a plus.
- Entrepreneurial attitude, results-driven, and organized.

In addition to the specific job requirements for each position, SPOON staff embody a set of core values: persistence, commitment to evidence, and a passion for their role in the mission.



TERMS OF EMPLOYMENT: This is an exempt, full-time position with competitive salary. Benefits include health and dental coverage, 401k plan, bike/public transportation benefit, professional development opportunities, and generous paid time off.

HOW TO APPLY: Submit a cover letter, résumé/CV, and completed application to hire@spoonfoundation.org. Please address the characteristics of a successful candidate, as well as your qualifications, in your cover letter.

We will review applications on a rolling basis. Qualified applicants will be invited to have an initial 20-minute virtual interview and a select group will be invited for in-person interviews. We hope the selected candidate will begin by April 30th.

COMMITMENT TO EQUITY, DIVERSITY, AND INCLUSION

SPOON is an Equal Opportunity Employer committed to equity, diversity, and inclusion. We strive to maintain a diverse workforce and welcome a diverse pool of qualified applicants. For each of its positions, SPOON seeks to hire staff with relevant experience, skills, and aptitude, and to be mindful of what best serves our organization and supports our mission.