



VICE PRESIDENT SUPPLY CHAIN

Job Description

Shoes That Fit, an award-winning and highly respected national non-profit that provides brand new athletic shoes to children in need, seeks a talented professional to join us in the position of Vice President Supply Chain. We are looking for person to bring their experience, talent and creativity to help build our infrastructure during a period of strategic growth as we work toward our goal of reaching 500,000 children annually in the next 4-5 years.

Position Overview

The Vice President Supply Chain (VPSC) will be a member of the senior management team and a strategic thought-partner, reporting to the CEO and Executive Director (CEO). The VPSC will be a hands-on manager and will support the following areas: supply chain, warehousing, logistics and management systems. The VPSC serve as the main supply chain contact for high-level corporate partnerships, will analyze organizational workflow and make recommendations to expand capacity.

Major Responsibilities

Logistics and Warehouse Management (40%)

- Work with the CEO and Chief of Staff to open larger warehouse facility to receive and process large shoe donations.
- Hire a new Logistics Manager and deepen organizations logistics capacity.
- Manage 3PL partnerships to increase efficiency and drive down costs.
- Oversee new Order Management System and complete development of Warehouse Management System.
- Oversee work of warehouse team to drive the growth of capacity to support new national opportunities.
- Develop and manage logistics KPIs for performance management.
- Oversee maintenance of warehouses facilities and furnishings.
- Support staff to develop Volunteer program to support corporate partners warehouse work days and ongoing volunteer support.

Program Support (30%)

- Work closely with Strategic Partner Program to ensure accurate and timely shoe deliveries to schools across the nation.
- Provide project management on large scale shoe deliveries and other specialized projects, including research and analysis.
- Help develop capacity planning for the organization.
- Participate in program activities and new ventures.

Shoe Sourcing (30%)

- Serve as key contact with corporate and brand partners on major shoe purchases and donations.
- Monitor inventory and help develop specific requests of vendors.
- Support Board work to deepen relationships with current shoe brand/vendor partners and open the door to new ones.
- Manage relationships with vendors and others.

Qualifications

- A bachelor's degree is preferred, with at least 6 years of experience in organizational management. A background in a nonprofit environment is also a plus.
- Experience with implementing and managing systems, including WMS and CRM/database required (Salesforce experience a plus).
- Experience with supply chain management and logistics required.
- Creative thinker with ability to analyze data and envision organization growth.
- Experience leading and supporting staff members.
- Ability to harness technology to improve organizational effectiveness and efficiency, with experience managing relationships with software vendors.
- Experience leading planning efforts and running operationally effective, growth-oriented organizations that have multiple function areas.
- Self-driven, reliable, results-oriented person with a positive outlook, and clear focus on high quality work.
- Excellent communication and relationship building skills with a demonstrated ability to prioritize, negotiate and work with a variety of internal and external stakeholders.
- Proficiency in Microsoft Suite (Word, PowerPoint, Excel). Constantly operates a computer and other office machinery; must be able to remain in a stationary position for 50% of the time.
- Able to represent the organization in a professional and business-like manner.
- Must be able and willing to travel to represent the organization, as needed.

Compensation: \$95,000–\$105,000 plus benefits. To apply please send your resume and a cover letter telling us why you'd like to work with us to jobs@shoesthatfit.org.