

Job Description

Senior Meal Service Client Manager

Manage a fabulous staff of paid and volunteer drivers and food aides providing nutritious meals to our older neighbors throughout Albany County with a schedule that allows you to end your day at 2:30 pm.

The Senior Meal Service Client Manager is responsible for ensuring the delivery of nutritious and appealing meals to our homebound Meals on Wheels customers and diners at our eight congregate meal sites. This position requires strong technical skills to:

- Learn and manage key online software programs required for communication, tracking of daily activities, and ongoing equipment maintenance
- Supervise all LifePath drivers (paid and volunteer) and food aides to ensure prompt, courteous, and safe meal delivery to all customers.
- Observance of food safety and sanitation protocols and best practices in food packing and transporting, ensuring food items are delivered/served to our customers maintain the required temperature, are visually appealing and well-presented, and are delivered with a smile and a kind word.
- Ensure that LifePath's Meals on Wheels drivers embrace the "more than a meal" philosophy and assist LifePath in ensuring any concerns regarding client welfare are reported to management for appropriate referral.
- Oversee setup/cleanup of the packing area and maintenance of all delivery equipment including LifePath vehicles.

Please send your resume and application to Victor Stanton, Director of Community Programs & Volunteer Services, with any questions you may have via email: vstatnton@lifepathny.org.

[Application Here](#)