



# Community Connection of Northeast Oregon, Inc.

## Job Posting

Position: Food Bank Program Assistant  
Closes: Open Until Filled

Location: Wallowa County  
702 NW First Street, Enterprise, OR 97828

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**Are you passionate about helping others and ensuring everyone has access to nutritional food?**

Community Connection of Wallowa County is looking for a dedicated Food Bank Program Assistant. As a crucial part of our mission to provide food to those in need, this individual will handle everything from receiving and organizing donations to assisting with their distribution, ensuring everything is done safely, accurately, and fairly.

**We offer the following pay and benefits**

This is a part-time position (0-10 hours per week) with a pay range of \$15.12 to \$19.82 per hour, including paid sick leave.

**Successful Applicant will be subject to a pre-employment drug test and criminal history background check.**

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Position Duties Include:

- Collect and Transport: Gather Fresh Alliance food and products from donors and bring them to the Enterprise Senior Center.
- Accept and Process Donations: receive food and products at the Senior Center, process them according to policy, and keep accurate inventory records.
- Storage and Organization: Safely load, unload, and store all donations, and organize them for easy distribution to clients.
- Assist with Distribution: Help distribute food and products to the public efficiently and with a friendly demeanor.
- Maintain Cleanliness: Maintain an organized, clean, and efficient storage room and surrounding areas. Remove trash, recycle cardboard, and sweep as required.

**Job description and application are available online at <https://ccno.org> and your local Worksource Office.**

Application must be completed and returned:

- In person or by mail to: Community Connection Administration Office, ATTN: HR Department, 2802 Adams Ave, La Grande, OR 97850
- E-mail directly to [jobs@ccn.org](mailto:jobs@ccn.org)
- OR in person at WorkSource Office.

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Community Connection is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need.

If you need assistance or an accommodation due to a disability, you may contact us at [jobs@ccno.org](mailto:jobs@ccno.org) or you may call us at 541-963-3186.