



Position: Agricultural Network Coordinator

Reports to: Director

Hours: 20 weekly

Term: 2 years, with potential for continuation depending upon funding availability.

Wage: \$32/hour

Location: Remote, in Massachusetts

Start date: November 1, 2018, or as soon as possible

Applications due by October 15, and will be reviewed on a rolling basis.

About the MA Food System Collaborative:

The MA Food System Collaborative was established in 2016 to promote, monitor, and facilitate implementation of the MA Local Food Action Plan. The Plan is a comprehensive set of recommendations toward a sustainable, equitable food system for the Commonwealth. The Collaborative works to encourage progress toward the goals of the Plan through education, networking, and advocacy. Learn more about the Collaborative at [www.mafoodsystem.org](http://www.mafoodsystem.org).

Position description:

The Agriculture Network Director will work to improve and expand statewide collaboration around shared farm-focused interests, and to build the capacity of groups by providing connections to allied organizations, and technical assistance and training around policy advocacy, where needed. At the core of this work will be building a strong network of organizations, especially those who have not traditionally had a voice in agricultural policy issues, working to address issues of common interest and building their collective capacity to address more challenging ones. We will develop communications tools to connect them and keep them informed about each other's work, provide ongoing information on the policy landscape that impacts the farmers they serve, and develop and offer capacity building trainings and technical assistance on operational topics such as engaging in policy advocacy and working with the media.

#### Job functions:

- Work with stakeholder organizations to build their understanding of public policy issues that affect their work and their constituencies, and help build their capacity to engage in advocacy to change those policies when needed.
- Build and coordinate network of organizations to engage in collective advocacy toward shared policy goals.
- Identify other, non-policy related needs of stakeholder partners and develop strategies for facilitating implementation, as appropriate and as resources allow.
- In support of these activities:
  - travel to and meet with organizations and their constituencies around Massachusetts;
  - develop written and online materials to engage and support partners;
  - plan and coordinate meetings, trainings, and events;
  - develop and implement tools (databases, listservs, webinars, etc.) to facilitate communication among partners;
  - design and implement campaigns; and
  - assist in pursuing additional resources for projects, as needed.
- Attend regular project and governance meetings, in person and on the phone.
- Other duties, as needed.

#### Qualifications:

- 3-5 years work experience in policy, advocacy, or organizing setting.
- Familiarity with agriculture issues.
- Familiarity with public policy structures and processes.
- Ability to write clearly and concisely.
- Experience working in diverse communities.
- A commitment to equity and inclusion.
- Flexible schedule (occasional evening meetings may be required).
- Ability to travel throughout state, as needed.
- Commitment to systemic change.
- Proficiency in Microsoft office and social media platforms.
- Ability to work independently.
- Must have excellent organizational skills and attention to detail.
- Must have access to reliable transportation, computer, Internet access, and cell phone.
- Flexibility, maturity, and a sense of humor.

This is a contract position (IRS form 1099).

An internal candidate is under consideration for this position.

Please send a cover letter and resume to [winton@mafoodsystem.org](mailto:winton@mafoodsystem.org).