Job Description

Job Title: Climate Smart Farming Program Coordinator
Location: Based in Sacramento Valley (Davis) with the possibility to work remotely to be assessed during hiring
FTE: Part Time: 50% starting with potential to increase
FLSA: Non-exempt
Reports To: Climate Smart Farming Program Specialist

The Community Alliance with Family Farmers (CAFF) is a membership organization guided by a board of directors that includes family farmers and others who are passionate about food, farming, and the environment. CAFF’s mission is to build sustainable food and farming systems through policy advocacy and on-the-ground programs that create more resilient family farms, communities, and ecosystems.

CAFF works on-the-ground with family farmers to assist them with climate smart farming, food safety plans, and introductions to new markets. CAFF has taken exciting steps to further expand its reach and ensure its ongoing vitality by merging with The Farmers Guild (Jan 2017) and merging the California Small Farm Conference into our organization (Fall 2018). This year CAFF enters into its 41st year as the leading organization in California advocating for sustainable food and farming systems. See http://www.caff.org for more information.

Position Summary
Through policy advocacy and on-the-ground projects, CAFF’s Climate Smart Farming (CSF) program works to promote farming practices and systems that can mitigate and adapt to climate change through 1) reducing GHG emissions through more efficient fertilizer and water use and 2) building soil health and carbon sequestration and 3) conserving natural resources such as water and topsoil. The CSF program works with farmers in central and northern California to carry out pilot projects including: Biointensive no-till vegetable production; Integrated Crop Livestock Systems; and Cover Cropping in Orchard Systems. We are working to build regional farmer-to-farmer networks in California to provide farmers and ranchers with the resources necessary to successfully implement climate smart farming.

The Climate Smart Farming Program Coordinator will work with the CSF program specialist to implement CAFF’s Climate Smart Farming Program.
MAJOR DUTIES AND RESPONSIBILITIES

Climate Smart Farming Pilot Projects:
- Carry out soil and water sampling in collaboration with CSF program specialist during spring and fall field seasons.
- Organize soil samples and submit for analysis.
- Collect management data and photo documentation from partner farms.
- Conduct analysis on soil data as needed.
- Coordinate the timing, purchase and distribution of cover crop seed to partner farms.
- Continue inventory of integrated crop livestock systems in California and design survey to identify best practices.

Resource Development:
- Develop and design content for CSF webpages, including translating scientific studies for lay audiences, identifying and listing relevant online resources and organizing content for various CSF practices and systems.
- Coordinate implementation of online forums for CSF partners and wider agricultural community.
- Develop profiles and/or case studies of lead farms based on pilot projects, survey results and early adopters within the CSF community, including those of the Biologically Integrated Orchard Systems (BIOS) program.

Outreach and events:
- Plan multiple CSF field days in coordination with partner farms and organizations.
- Assist program specialist with CSF field days and workshops as needed.
- Create CSF outreach materials.
- Participate in partnership development with farmers, agricultural extension agencies and other non-profits.
- Participate in/ attend CSF-related community events as needed.

Other Duties:
- Assist in grant proposal writing and reporting as needed.
- Handle some administrative duties in the regional office.
- Other duties as assigned.

QUALIFICATIONS
Educational and Work Experience
- B.S. or M.S in Soil Science, Agronomy or related field required
- Minimum 2 years of work experience in sustainable agriculture or related field required
- Experience working with farmers preferred
- Experience with field work in soil science and/or agronomy preferred

P.O. Box 363, Davis, CA 95617-0363
Phone: 530.756.8518  Fax: 530.756.7857  E-mail: info@caff.org  Website: www.caff.org
Knowledge, Skills and Abilities
• Strong written and oral communication skills
• Strong Organizational skills
• Resourceful and able to perform a variety of tasks with a creative approach to problem solving
• Flexibility to work independently, with minimal supervision, as well as collaborate with others in a team setting
• Flexibility to work on a variety of projects
• Strong ability to multi-task
• Proficiency in Microsoft Office, especially Excel
• Willingness to work occasional weekends and evenings
• Willingness to travel to carry out field work in Central and Northern California
• Familiarity with collaborative working platforms such as Salesforce, Dropbox, and Google Drive is preferred
• Experience with data analysis preferred
• Experience with Creative Adobe Suite or other graphics software is a plus

Physical Abilities
• Ability to sit for long periods of time working at a computer.
• Ability to lift up to 50 lbs.
• Requires a full range of physical mobility, such as bending, stooping, lifting, turning, carrying objects, and grasping.

Other Requirements
• Applicants must have a valid drivers license and access to a vehicle for required travel.

CAFF’s policy is that all persons are entitled to equal employment opportunity regardless of race, color, religion, gender, marital status, or sexual orientation.

Interested applicants should submit a cover letter, resume and 2-3 references with the subject line “Climate Smart Farming Coordinator” to jobs@caff.org before January 28th at 5pm.

Estimated start date: February 15, 2019 (starting date is negotiable)