

NW Local Food Purchase Agreement Value Chain Coordinator Job Available at Families Anchored in Total Harmony, Inc. (FAITH CDC)

Value Chain Coordinator Job Summary

The NW LFPA Value Chain Coordinator will be responsible for developing and managing the NW LFPA Food Corridor. The Coordinator will be responsible for the following primary activities: 1) providing/connecting farmers with the support and resources needed for market readiness, 2) assisting the Project with establishing a virtual food hub (growing into a future satellite hub) to aggregate farmer and food products; 3) collaborating with distributors to connect farmers to local and regional retail and wholesale markets; 4) participating in the development and vetting of a regional collaborative business or network model that positions BIPOC SDFR's in the corridor for financial viability.

Value Chain Coordinator Job Duties and Responsibilities

Farmer Recruitment and Support

- Create and implement an outreach plan to inform the farming community about NW LFPA corridor opportunities and recruit farmers for secured markets;
- Assist producers with production planning to ensure a continuous supply that meets secured market demand;
- Create, administer, and track coordinated production plans for NW LFPA corridor farms and secure corresponding grower agreements that match farmers' interest and experience level;
- Work with the BIPOC Fellowship Coordinator to organize in-person and virtual trainings for farmers with subject matter experts to increase their market readiness and success;
- Conduct and/or coordinate site visits with corridor farmers to monitor and identify issues with production, quality, food safety and/or regulatory compliance, etc.;
- Connect farmers with local/regional experts and resources to help troubleshoot issues;
- Maintain ongoing communications with farmers regarding planting and harvesting schedules, quality requirements and rejections, PSA/GAP and regulatory compliance, post-harvest handling procedures, packaging and labeling standards, and delivery

Aggregation and Distribution Logistics

- Identify strategically located aggregation points with necessary infrastructure, equipment, and personnel to coordinate farm and food products;
- Provide support, training, and ongoing communication to virtual food hubs to ensure successful aggregation, storage, grading, packaging and labeling, and regulatory compliance;
- Collaborate with private distributors to develop new or tap into existing delivery routes that distribute produce between food hubs and/or to end markets;
- Identify backhaul and outgoing delivery opportunities to ensure routes are financially viable;

- Coordinate logistics of farmer's produce delivery to virtual food hubs, and distributor pick-up and delivery of produce between food hubs and/or end markets

Project Management

- Oversee and manage internal and external project team and related grants, including work plans, budgets, metrics collection, and reporting
- Professionally represent the NW LFPA and FAITH CDC during community outreach meetings, conferences, and other events
- Work with consultant/partners to explore business or network model for the NW LFPA Corridor

Required Skills and Expertise for the Value Chain Coordinator Job

- High school diploma, or any equivalent combination of experience and training which provides the required knowledge, skills and abilities. Bachelor's degree or higher, preferred.
- Proficiency with basic software and technology including MS Office Suite, Google Drive, smart phones, copier, webinar platforms, etc.
- Dependable and resilient self-starter with an interest and experience in taking on new challenges and overcoming obstacles with little supervision
- Outstanding organizational, record keeping and data management skills
- Superior listening, verbal and written communication and interpersonal skills
- Demonstrated ability to network and collaborate with multi-agency/state initiatives
- Ability to present information clearly and concisely to groups of farmers, buyers, etc.
- Solid business acumen
- Familiarity and experience in postharvest handling, wholesale produce quality standards, regulatory compliance, and GHP/GAP food safety regulations

Preferred Skills and Expertise

- Knowledge of and comfort with agriculture production, farms and farmers
- Experience selling to, buying from, and/or operating a food hub
- Experience teaching or training farmers
- Leadership skills with proven project and team management

Additional Information

Salary: \$38 per hour, not to exceed \$40,000.

Hours: Average of 25 hrs per week; not to exceed 1,040 hours per year, Monday – Friday (with occasional evening and/or weekend work). Consultant has the flexibility to adjust their schedule at their discretion.

Travel: Travel may be required throughout the NW region with mileage reimbursement.

This is a contract position, with no benefits that is fully funded by a two-year USDA Local Food Promotion Program Grant Award. The position is not expected to become a full-time, long-term position.

ANYONE WISHING TO APPLY FOR THE VALUE CHAIN COORDINATOR JOB MAY DO SO BY SENDING THEIR COVER LETTER AND RESUME TO cwhittaker@cawhittakercpa.com and copy brendajonesburch@gmail.com and widowed.warrior2021@gmail.com .

Application deadline is May 12, 2023. Position will start on May 29, 2023.