

## Practical Farmers of Iowa is Hiring a Horticulture Coordinator

Practical Farmers of Iowa is seeking an outgoing and dedicated professional to join our staff as **horticulture coordinator**. For over 35 years, PFI has equipped farmers to build resilient farms and communities through farmer-to-farmer knowledge sharing, on-farm research and strategic partnerships.

This full-time position will work with PFI staff, farmers and members to design, coordinate and execute farmer-led educational events, and will serve as the primary relationship- and network-builder for horticulture crop farmers in the Practical Farmers community. As the primary PFI staff liaison with horticulture farmers, the horticulture coordinator will work closely with many types of farmers, crop enterprises and systems, including conventional and organic, large- and small-scale vegetable and fruit growers, orchardists, nut growers, cut flower farmers and other specialty crop producers.

The horticulture coordinator will join a dynamic, innovative education and engagement team at Practical Farmers of Iowa, whose passion for Iowa's ecosystems, communities, farms and rural livelihoods is mobilized through farmer-led work, servant leadership and grassroots movements for lasting landscape change. The horticulture coordinator need not be an expert in crop production and management, but must have experience with horticulture farmers and an ability to understand, discern and respond to their evolving needs and interests.

### Duties:

- Plan, organize and staff PFI's horticulture field days, conference programming, workshops and farmer-gatherings
- Expand PFI's base of horticulture farmer-leaders
- Create community around horticultural crops in Iowa
- With Practical Farmers' education and engagement director, develop timelines, objectives and plans for the future of PFI's horticulture program in alignment with PFI's strategic plan and horticulture farmer interests and needs
- Steward, facilitate and grow regional and interest-based networks of farmers and stakeholders to promote farmer-to-farmer learning about horticultural crop production, farm business management and local food systems
- Work with horticulture farmers to reduce barriers to the viability and growth of horticulture enterprises
- Work with the communications team to feature horticulture farmers' experiences and perspectives in PFI publications and media, and in external media
- Author articles for PFI's blog and quarterly magazine
- Coordinate with PFI's communications team to develop and curate relevant and timely content for the horticulture program webpage
- Support and collaborate with other education and engagement team members in a manner that promotes cross-program partnerships and team cohesion
- Coordinate and partner with relevant organizations, businesses, researchers and educators in Iowa and beyond, as appropriate with PFI's mission
- Seek grant opportunities and write proposals to fund horticulture and related programming

- Track grant deliverables and progress, and prepare grant reports
- Communicate about PFI's work and mission to a broad audience
- Other duties as assigned

#### **Qualifications and Characteristics:**

- Bachelor's degree in biology, environmental science, horticulture or related field strongly preferred; master's degree preferred – or equivalent experience in the fields of agriculture, biology or environmental science or related field. Individuals with different professional backgrounds and degrees who have knowledge and passion for the work are also encouraged to apply, and will be considered for the position
- Two years of professional experience preferred
- Working knowledge of or experience with horticultural farms and farmers, local food systems and sustainable agriculture
- Experience in or knowledge of ag policy, government programs, food and farm business development, supply chain or aggregation logistics, local fruit and vegetable production or grocery industry preferred
- Comfortable working with a wide audience of farmers and stakeholders
- Excellent interpersonal and professional communication skills
- Demonstrated ability to build relationships
- Ability to comfortably manage and facilitate groups in person and online
- Experience organizing and managing events
- Strong writing skills
- Experience writing grant proposals and grant reports
- Ability to work efficiently and accurately, and a demonstrated commitment to high-quality work in a fast-paced environment
- Ability to prioritize and organize work
- Sound decision-making skills
- Ability to work independently and within a team
- Motivated and a self-starter
- Experience with Microsoft Word and Excel, Google platforms and virtual meeting platforms
- Bilingual preferred (English with Spanish or other language spoken by an immigrant group in Iowa)

This is a full-time position based in our Ames office. Annual salary range is \$34,000-\$40,000, based on experience and qualifications. Practical Farmers offers a flexible, fast-paced work environment with opportunities for independent initiative and professional development.

This position requires travel (mostly in Iowa), a valid driver's license, the ability to lift 50 pounds and the ability to walk long distances. The position reports to Liz Kolbe, education and engagement director.

Practical Farmers of Iowa is a family-friendly employer. The position includes full health care benefits, a flex plan, short- and long-term disability, life insurance and generous paid time off. Employer contribution to a 401k retirement plan is offered after one year of employment.

**Please apply by sending a cover letter, resume and professional references to Liz Kolbe at [liz@practicalfarmers.org](mailto:liz@practicalfarmers.org) by Nov. 23, 2020.**