

## **Practical Farmers of Iowa is Hiring a Strategic Initiatives Coordinator**

Practical Farmers of Iowa is seeking a diligent, respectful and passionate person to serve as a strategic initiatives coordinator for the strategic initiatives team. For 35 years, Practical Farmers has worked to equip farmers across the state (and beyond) to build resilient farms and communities.

This work has always been rooted in our value of welcoming everyone and creating a culture of mutual respect. We believe that a diversity of people, ideas and perspectives strengthens our ability to find creative solutions, enriches our understanding and broadens our impact.

At Practical Farmers, we celebrate this diversity and are committed to ensuring that our policies and practices create an equitable and inclusive workplace. We take equal opportunity seriously, and seek to empower and support all applicants and teammates.

The strategic initiatives (SI) team works creatively to build collaborative connections between the private and public sectors that accomplish the goals of our farmer members on the broader Iowa and Midwestern landscape. The strategic initiatives coordinator will support that team by:

- 1) facilitating effective, persuasive farmer-to-farmer education and learning events on cover crop and small-grain practices
- 2) providing agronomic counseling in cover crop consultations with cost-share program participants and responding to farmer questions about cover crops, small grains production and fertilizer management
- 3) writing articles, blogs and other outreach on cover crops, small grains production and fertilizer management for Practical Farmers and for distribution in other farm-related outlets
- 4) supporting the SI team in data collection and information management processes

Practical Farmers offers a flexible, fast-paced work environment with opportunities for independent initiative and professional development.

### **Duties**

- Cultivate a network of farmer-leaders, and foster farmer-to-farmer exchange of knowledge through face-to-face meetings, virtual meetings and email discussions.
- Plan and staff field days, conference sessions, speaker boot camps and informal gatherings to build the base of farmer-advocates and create community around cover crop and small-grain practices. Support other organizations and stakeholders in developing high-quality events as needed.

- Conduct cover crop consultations with beginning and advanced cover croppers to determine best management practices for their farm goals. Respond to agronomic questions from farmers about cover crops, small grains production and fertilizer management.
- Write, edit and proof blogs, articles and promotional materials. Inventory and curate content for pages of PFI's website related to cover crop and small-grain programming.
- Lead and support virtual learning series with farmers and agronomists.
- Support other team members on tasks such as survey creation, data collection, data entry and grant reporting as needed.
- Support general field crops program activities.
- Other duties as assigned

#### **Required Qualifications and Characteristics**

- Strong writing skills
- Strong customer service skills
- Strong event planning and logistics coordination
- Good interpersonal communication skills
- Experience with Microsoft Word and Excel
- Ability to work efficiently and accurately in a fast-paced team environment
- Ability to meet deadlines
- Meticulous attention to detail and commitment to high-quality work
- Ability to give and take constructive, respectful feedback
- Ability to learn quickly

#### **Desired Qualifications and Characteristics**

- Data management and analysis skills
- Knowledge of agronomy and Midwestern agriculture
- Knowledge of sustainable agriculture concepts
- Two years of professional experience

This is a full-time position based in our Ames, Iowa, office. Annual salary range is \$34,000-\$40,000, based on experience and qualifications. This position requires some 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 Lara Schenck, strategic initiatives manager. Practical Farmers 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 completing an application form (including contact information, cover letter, resume, and references) on PFI's employment page <https://practicalfarmers.org/employment> by **Oct.15, 2021**. You will hear back about next steps in the hiring process by Oct. 22. The start date for the



position is flexible, but anticipated around Dec. 1. If you need accommodation, please contact [alisha@practicalfarmers.org](mailto:alisha@practicalfarmers.org) or (515) 232-5661.