



ROGUE FARM CORPS

PO Box 533 - Ashland, OR 97520 - [www.roguefarmcorps.org](http://www.roguefarmcorps.org) - 541-951-5105

## Communications & Development Manager

**Reports to:** Executive Director

**Employment Type:** Exempt; 0.5 FTE with opportunity to grow

**Location:** Oregon (remote / work from home)

**Compensation:** Starting salary based on \$45,000 full time employment. Position requires an average of 20 hours per week, with some fluctuation throughout the year. Requires the use of your own cell phone, computer, and personal vehicle (mileage reimbursed) or a rental car for longer distances (also reimbursed). Benefits include paid vacation, health care stipend, technology stipend, matching retirement account, and flexible work schedule.

Rogue Farm Corps is committed to building a diverse staff and strongly encourages applications from candidates of color.

### Position Description

The Communications & Development Manager is responsible for managing the organization's external communications and assisting with fundraising activities. This position collaborates with the Directors team and programmatic staff to develop strategic messaging to support a diverse and thriving next generation of farmers.

### Organization Background

**Mission:** Rogue Farm Corps trains and equips the next generation of farmers and ranchers through hands-on educational programs and the preservation of farmland.

**Vision:** RFC envisions a world in which land is deeply cared for, power is equitably shared, and farms, ranches, and the people who work them flourish.

### Values:

- ★ Stewardship - protecting farmland and promoting agricultural practices that restore water, soil and biodiversity.
- ★ Mentorship - sharing knowledge and experience across generations through hands-on, experiential education and learning.
- ★ Collaboration - joining forces with partners and allies to advance shared goals and act together for a livable future.
- ★ Systemic change - addressing disparities in the food system to achieve equitable access to education, training, land, and capital, and building diverse, adaptable communities able to thrive in a changing climate.

Rogue Farm Corps (RFC) was founded in 2004 by a community of southern Oregon farmers who recognized the need for beginning farmer training and shared a commitment to mentoring the next generation. Since that time, Rogue Farm Corps has grown to become a leader in beginning farmer and rancher education. Our Internship and Apprenticeship programs combine classroom and field-based learning with immersive, hands-on training on a diverse network of commercial family farms. Together, these programs equip beginning farmers with the knowledge, skills and experience they need to create a successful and sustainable career in agriculture. Program participants also learn about food justice, the history of the US food system, and how to help build a more just, equitable, and Earth-sustaining food system.

RFC's Changing Hands Program addresses the interrelated issues of access to land, farm succession, and the threats facing Oregon's farmland. This program provides education, training and resources to beginning farmers seeking access to land and capital, and helps retiring farmers plan for the succession and transfer of their farmland and farm businesses. Through conferences and events, RFC brings these two audiences together in order to make connections, help facilitate the intergenerational transfer of farmland, and preserve Oregon's agricultural land base for future generations of farmers.

RFC is committed to engaging in an ongoing learning process around privilege, power, inequality and systems of oppression, and using our organizational power to be an agent of positive change. As a historically white led organization, RFC is working to lift up the voices and knowledge of BIPOC (Black, Indigenous, and People of Color) farmers, to become a more diverse and equitable organization, and to advance social and racial justice in the food system.

### **Position Responsibilities**

Communications (40% ~ 8hrs/week):

- In collaboration with staff, create and manage annual communications calendar, including coordinating the following communications projects:
  - Electronic newsletter (4-5x/year)
  - Annual report
  - Print newsletter (1-2x/year)
  - Online spring fundraising campaign
  - End of year fundraising campaign with direct mail appeal
- Manage RFC's social media in collaboration with program staff

Program Outreach (10% ~ 2 hrs/week):

- Work with the education team and the Changing Hands Program Director to conduct outreach for programmatic events and RFC's farm training programs

Development (50% ~ 10 hrs/week)

- Grant writing and reporting
- Support event planning and developing business partnerships
- Work with Executive Director and Assistant Director to coordinate fundraising appeals

## Required Competencies

1. Commitment to RFC's mission
2. Excellent written and verbal communicator
3. Experience writing and/or coordinating organizational communications
4. Experience with grant writing and reporting
5. High level of organization and attention to detail
6. Ability to work independently and as part of a collaborative team environment
7. Understanding of and commitment to social justice, including anti-racism and principles of diversity, equity, and inclusion
8. Knowledgeable about communications and social media best practices
9. Ability to use online applications including email, calendar, database, Google Drive, Google Docs, Google Sheets, Mailchimp, and social media platforms

## Preferred Qualifications

1. Knowledge of and/or experience with farming and food systems
2. Graphic design skills are a plus but not required
3. Comfortable speaking / presenting to a group

## Working Conditions

- The Communications and Development Manager can expect a flexible working schedule that may include some occasional evenings and weekends. Requires approximately 20 hours/week with some fluctuation throughout the year.
- All of RFC's staff work remotely, connecting with other staff via Zoom video conferencing, email, messaging, and conference calls. A good internet connection and phone service are necessary. A home office is highly recommended as no office is provided.
- Must be self-directed, excellent with time management, and have experience working independently.
- Must coordinate monthly schedule and work plan with the Executive Director.

## Apply

Please apply by emailing your cover letter and resume as one PDF file to [communications@roguefarmcorps.org](mailto:communications@roguefarmcorps.org) with "Communications & Development Manager" in the subject line. Deadline for applications is 5pm on Friday, September 4th.

In your cover letter please address the following questions and anything else you feel would be helpful to the selection committee:

- 1) Why do you want this job and what would you bring to this position/organization (lived experience, values, vision)?
- 2) Please describe your experience with communications and development.
- 3) Describe any experience you may have with farming or food systems work.
- 4) What does justice and/or equity in the food system mean to you? What is your lived experience with systems of power, privilege and oppression?

Questions about this position? Contact [stu@roquefarmcorps.org](mailto:stu@roquefarmcorps.org).

*Rogue Farm Corps is an affirmative action/equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.*