Job Announcement
Local Food System Coordinator

About Greenbelt Land Trust of Mid-Missouri:
Greenbelt Land Trust of Mid-Missouri is an accredited nonprofit conservation land trust working in Boone County, MO, as well as the seven surrounding counties, to conserve the streams, forests, grasslands, and farmlands that represent our distinctive landscape for present and future generations. Greenbelt Land Trust of Mid-Missouri began in 1993 as the Greenbelt Coalition, an advocacy group supporting conservation ideals and the vision of creating a network of “greenbelt” lands in and around Columbia, Missouri. Working in partnership with the City of Columbia, Greenbelt laid the groundwork for the public trail in the Hinkson Creek valley. In 1997, the Greenbelt Coalition accepted its first donation of private land, and the concept of a land trust emerged. In 2004, we completed the transition and became Greenbelt Land Trust of Mid-Missouri. Since then, we have conserved more than 750 acres of vital natural and agricultural land in Mid-Missouri, and are adding more all the time.

Position Description:
The Local Food System Coordinator position is a minimum 0.75-FTE position responsible for building relationships with Mid-Missouri food producers and providing them with increased connectivity to the local food system. The Local Food System Coordinator will meet with farmers and value-added producers in order to document production practices, gather information about their farm story, and support the project efforts to create a digital profile of each farm. Additionally, the Local Food System Coordinator will help producers integrate products into the Root Cellar supply chain as well as connect with the COMO COOKS kitchen.

As the first staff member hired solely for Greenbelt’s Working Lands Initiative, the Local Food System Coordinator will coordinate closely with the Executive Director, partners like Root Cellar and COMO COOKS, as well as Greenbelt board members, landowners, and volunteers to identify and connect with local producers who are excellent stewards of the landscape. They will be the primary point of contact and relationship manager for these producers, and should be equipped and willing to assist them in connecting with not only the local food system - particularly as described above - but also conservation opportunities, including but not limited to land linking services, improved conservation practices, and perpetual conservation easements. A working knowledge of local-scale agriculture and the ability to converse effectively with landowners is a necessity.
Duties and Responsibilities:

Producer Outreach

- Connect with existing farmer network and identify/incorporate new farms
  - Farm products may include beef, pork, poultry, lamb, bison, eggs, milk, pecans, honey, grains, fresh vegetables, fresh fruits, and more
  - Value-added producers (packagers, meat processors, cheesemakers, millers, bakers, canners, picklers, brewers, chefs)
- Provide digital documentation of farm/product story production practices and farm visits for 40 vendors
  - Develop Farm Profile Template for website
  - Develop Survey of Sustainable Agricultural Practices
  - Conduct Census of current and potential farmers and value-added producers
- Coordinate and lead Quarterly Network Meetings to support supply chain coordination, updates on data collected, coordinate feedback requests and provide basic training.
- Link Value-added Producers with Root Cellar Supply Chain through partnership with COMO COOKS Shared Kitchen Business Incubator
- Coordinate with Root Cellar to conduct an annual farmer/business survey

Organizational Sustainability

- Represent Greenbelt to landowners with a high level of integrity and professionalism
- Maintain records of all farms connected with during the grant period
- Develop and maintain familiarity with Greenbelt’s governing documents as well as Land Trust Standards and Practices as they relate to job functions
- Other duties as needed or assigned

Reports To:

Executive Director

Salary and Benefits:

Greenbelt is a progressive and collaborative organization that encourages professional growth. This position will receive a competitive salary, mileage reimbursement, and generous benefits package. Salary for the position will be $33,000 for a 0.75 FTE position. This compensation level may increase based on the availability of grant funds, as well as experience, qualifications, and increased FTE and responsibilities. We are committed to providing quality benefits, and will work with the hiree to negotiate a comprehensive package including paid vacation, holidays, personal, and sick leave, reimbursement for health and dental insurance, and contributions to a retirement plan, subject to grant and budgetary constraints. Greenbelt does not work from a
centralized location, and the position will work remotely from a location in Mid-Missouri. Greenbelt also maintains a generous flexible work time policy.

**Qualifications:**

*Preferred Qualifications*

- Experience and high level of credibility in ecologically sound agricultural practices and principles, including on-the-ground agricultural experience
- A deep working knowledge of agriculture in Mid-Missouri and an understanding of the culture of farmers
- Experience with and/or knowledge of land trust conservation, including Standards and Practices as described by the Land Trust Alliance and the Land Trust Accreditation Commission
- Demonstrated experience in justice, equity, diversity, and inclusion in agriculture
- Web design and marketing experience
- Familiarity with more specialized software packages, such as GIS

*Minimum Qualifications*

- Solid familiarity with principles and practices of ecologically sound agriculture
- Ability to communicate effectively on job-related topics with audiences of all levels of expertise, including the public
- Self-motivated and independent, able to work effectively from a home office without micromanagement
- Excellent writing and presentation skills
- Bachelor’s degree in a related field or equivalent combination of education and experience
- Experience with basic computer software, such as Microsoft Office or Google Workspace
- Ability to create and maintain a diverse and inclusive work environment, and willingness to work to improve justice, equity, diversity, and inclusion in agriculture
- Valid Driver’s License and access to reliable transportation

**Application Process**

If interested, please send a cover letter and resume or statement of qualifications to jobs@greenbeltmissouri.org. Applications will be considered on a rolling basis until the position is filled.