



THE COMMON ACRE

Position: Farm Coordinator

Status: Part time, seasonal March-Oct

Hours: 10-15 hours per week - weekday evenings, and some weekends

Compensation: \$17-\$20 per hour, produce share (valued at \$25/week)

Reports to: Executive Director, Alleycat Acres steering committee

Job Summary: The Farm Coordinator will serve as the point person for two urban farm sites: Wetmore Community Farm and Monica's Village Garden sites. They are responsible for interfacing with the neighborhood and demonstrating an active presence on the farm, while overseeing farming operations, volunteer maintenance, and produce distribution. They coordinate the needs of their site with the farm's Steering Committee and assure the farm is managed to meet the needs of the public.

Success on the Job: To be successful in this position, the Farm Coordinator will need to work within an organizational culture that places high value on authenticity, trust, justice, creative thinking, rapid change, personal relationships, fun, imperfection, and collaboration. The Farm Coordinator will have autonomy in their work, and will need to be comfortable leading, making decisions, asking for feedback, identifying when they need additional support, and communicating transparently with a team.

About Us: The Common Acre is a 501c3 non-profit which restores relationships between people and the land through ecology, community, agriculture, and the arts. Our program, Alleycat Acres reconnects people, place, and produce by transforming underutilized space into a network of neighborhood run farms - currently managing 4 farm sites on public lands. We work to empower diverse stakeholders in each neighborhood to direct community activations, produce distribution opportunities, and advance public agency in improving urban environments.

Food is more than what we eat; it's a medium through which we can forge intimate, meaningful relationships. Our farms provide platforms for diverse communities to converge and build strong relationships with a coalition of people and partner organizations who are committed to social and environmental change. We strive to find innovative ways to put culture back into agriculture.

Background on this Position: Alleycat Acres is at a strategic moment focused on organizational sustainability. Founded as a grassroots volunteer operation in 2009, we grew to manage 3 farms on private land, but lost all three farms to development in 2015. At that time, we hired our first part time Executive Director, and transitioned to working on publicly owned lands, with a



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deeper commitment to building authentic engagement and programming. At that time we also began contracting with our partner agency, The Common Acre, in pollinator restoration.

With obvious synergy and mission alignment between the two groups, we are excited to be announcing an official merger in 2019. Alleycat Acres will continue our work in community as a program of The Common Acre, and gain full time oversight by their Executive Director. We are committed to creating sustainable pathways for employment, and are exploring an expanded Farm Coordinator role with oversight of two farms. While this position remains seasonal, we hope to support a year round program staff in the near future. In 2019 we will also pilot an internship program to provide direct operational assistance.

As we grow, we want to increase awareness and use of the farms within our communities, and this takes intentionality and work. Both farm sites have been recently activated, and are engaging stakeholders and building trust. In this work, the Farm Coordinator will be supported by a Community Liaison with existing connections and experience to lead outreach and direct site specific community programming.

Onboarding Process: Alleycat Acres has a core Steering Committee composed of founding members and current farm coordinators with extensive depth and breadth of professional expertise in landscaping, horticulture, and community engagement. We recognize the challenges of being the sole dedicated staff member and we recognize that the list of responsibilities in the job description is extensive. You will be asked to focus on learning only a selection of the core tasks listed in this job description in the first 3 months. As you feel comfortable and develop skills, responsibilities will expand to include all of the responsibilities listed below.

Within the first few weeks, you will meet extensively with the Executive Director, and thereafter have a weekly meeting/phone call to touch base. You will continue to meet monthly with the the ED and Steering Committee to touch base on operations, program development, and give feedback. You will be given the opportunity to change and create new systems and community driven program, but will be asked first to learn the current systems and gather information about historical programs.

Responsibilities:

- Maintain a welcoming and inclusive community space
- Host at minimum one weekly public gathering (i.e. open hours for farm work and harvest)
- Train volunteers in best farming practices
- Facilitate large volunteer group events 3-5 times per growing season, typically on weekends



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- Plan growing season, operations, and harvest distribution, and implementation of these with the support of volunteers and interns
- Engage with community to assess its unique needs and ways to meet them on the farm
- Work with Steering Committee and Community Liaison to build an effective inclusive outreach strategy
- Help Community Liaison promote farm activities and public events
- Communicate with ED and Steering Committee to obtain necessary materials, logistic support, and operations assistance

Required experience:

- Live within, or have strong connection to Central District/Rainier Valley/Beacon Hill
- Passionate about edible gardening, sustainability, and food justice
- A desire to work in community and with the public
- Experience working with people of diverse backgrounds, including children, the elderly, and people with limited English proficiency

Desired Qualifications:

- Access to vehicle to be used for work purposes (with mileage reimbursement), preferably suitable for hauling
- Ability to plan a growing season from seed to harvest
- Experience in outdoor education or child care
- Leadership skills
- Non-English language proficiency

To apply: Please send the following to allison@commonacre.org by Feb. 28, 2019

- Resume
- Cover letter detailing your qualifications and interest in the position
- Two professional references



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