

## **Farmer Outreach Specialist [Pittsburgh/West Virginia]** (Part-time)

**Mission:** Cultivating environmentally sound, economically viable, community-focused farms and food systems

**Position overview:** Do you have experience in urban growing environments and a passion for growing food system equity? We're seeking a part-time Farmer Outreach Specialist with proficiency in Spanish and English to lead our outreach work with historically underserved farmers including farmers of color and veteran farmers. The Specialist will use Pasa's community-based and on-farm approach to learn about the barriers that marginalized producers face through listening sessions, affinity groups, and personal relationship building. The Specialist will work to alleviate these barriers by connecting growers with partner resources and finding ways to make Pasa's farmer training programs more accessible and equitable.

The Farmer Outreach Specialist will focus these efforts in the greater Pittsburgh and West Virginia area and will also work closely with a team of Farmer Outreach Specialists focused in the greater Harrisburg/Lancaster/Reading and Philadelphia areas. The Farm Outreach Program Manager will supervise the Specialist.

Note that Pasa is also hiring a full-time Farmer Outreach Specialist for the Pittsburgh area as well as a full-time Farmer Outreach Specialist for the Harrisburg/Reading/Lancaster area. See that job posting at [pasafarming.org/jobs](https://pasafarming.org/jobs).

This is a primarily remote position with regular regional travel (approximately monthly), some in-person workdays, and 2-3 annual in-person staff retreats. All employees are required to attend our annual Sustainable Agriculture Conference, which takes place each February in Lancaster, PA. Employees must comply with Pasa's remote employee policies.

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### **Responsibilities**

- With the Project Manager for Farmer Outreach, develop, implement, and report on Pasa's USDA 2501 Program grant for farmers who have historically experienced limited access to USDA programs and services for Socially Disadvantaged and Veteran Farmers
- Take a beyond-equity approach to open pathways for historically underserved producers to fully engage with and participate in federal, state, and local programs in unprecedented ways through providing technical assistance
- Build and maintain regional partnerships with urban growers and organizations in

the position's service area

- Facilitate one-on-one engagement and local relationship building with socially disadvantaged and veteran farmers in and around the position's service area
- Identify and document grower's needs and barriers
- Coordinate with Pasa's Urban Agriculture Technical Assistance staff to provide timely, relevant, and accessible information and technical assistance to urban growers in the position's service area
- Provide outreach, coordination, and technical assistance to urban growers seeking or appropriate for participation in USDA programs and services
- Contribute to the development of conference and workshop programming that responds to the needs of urban growers in the position's service area

### **Qualifications**

- Relevant agricultural production and/or technical support experience, urban-agriculture experience is preferred
- Project management and/or grant management experience
- Urban farming/growing, agricultural business, agricultural organization, or regional food systems experience
- Commitment to maintaining a supportive, functional, service-oriented workplace

### **Preferred qualifications**

- Professional working proficiency in Spanish and English
- Development and administration of educational programming
- Strong professional networks in the urban agriculture community in the position's service area
- Familiarity with United States Department of Agriculture (USDA), Farm Service Agency (FSA), Natural Resources Conservation Services (NRCS), Pennsylvania Department of Agriculture (PDA), and/or other federal, state, and local programs

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**Compensation:** This is a part-time non-exempt position. Annual salary is based on experience and is negotiable within the range of \$20,000 to \$24,000 or up to \$28,000 with Spanish fluency. Benefits are not included. Pasa provides a work computer, travel expenses and mileage reimbursement.

**How to apply:** We are committed to advancing diversity, equity, inclusion, and justice through our hiring practices. This entails reviewing application materials anonymously (without the applicant's name exposed) to help prevent potential unconscious bias. Please remove your name and email address from your cover letter and resume. Please adhere to the following protocol when submitting your application materials:

- **Step 1:** [Complete this short questionnaire](#). All applicants are required to complete this anonymous questionnaire to (1) help us know whether this job opportunity has been accessed by a diverse pool of candidates and (2) to receive an applicant ID number to continue the application process. Your anonymous survey responses are not connected to your application materials and will not affect hiring decisions.
- **Step 2: Record your applicant ID number.** After completing the above questionnaire, you will receive an applicant ID number. This number is unique to you and your application.
- **Step 3: Name your resume as “[Applicant ID] Resume” (e.g. 123456 Resume).** Please do not include any part of your name in the file name (e.g. don’t use “Doe 12345 Resume”).
- **Step 4: Name your cover letter as “[Applicant ID] Cover Letter” (e.g. 12345 Cover Letter).** Please do not include any part of your name in the file name (e.g. don’t use “Doe 12345 Cover Letter”).
- **Step 5: Upload your resume and cover letter.** Upload instructions will appear upon completing the questionnaire above. You will also be emailed an upload link.

**Reminder:** Application materials should *not* contain your name or email address.

Initial interviews will be conducted remotely via Zoom beginning in March. The anticipated start date for this position is April. If you have any questions, please contact [jobs@pasafarming.org](mailto:jobs@pasafarming.org).

## Employee value statement

**We are passionate about effectively advancing our mission.** We value employees who:

- share our passion and can clearly communicate the value of our work to others;
- are committed to advancing diversity, equity, inclusion, and justice;;
- anticipate and address roadblocks or other challenges;
- stay current on trends in the field;
- embrace and accommodate change;
- contribute diverse viewpoints and experiences; and
- continuously advance their knowledge and skills through professional development.

**We strive to create a work culture that promotes both independence and collaboration.**

We value employees who:

- are committed to fostering a connected, respectful, and responsive work environment, whether work is being conducted remotely or in person;
- exemplify honesty and integrity;
- possess excellent interpersonal skills;
- exercise good judgment and take initiative when needed; and
- can recognize when to ask others for advice, feedback, or support.

**We take pride in the quality of our work.** We value employees who:

- consider the big picture while paying close attention to accuracy and detail;
- can clearly and thoughtfully communicate in person and in writing;
- are highly organized; and
- seeks to find better ways to do things..

**We believe a healthy work-life balance makes us more effective.** We value employees who:

- prioritize their personal wellbeing;
- take breaks and time off to re-energize and ground themselves; and
- communicate when they need support.

**We are an equal opportunity employer** and encourage people of color; Indigenous people, LGBTQ+ people; veterans; people with disabilities; people who have been formerly incarcerated; and others who are underrepresented within the environmental nonprofit sector to apply.

COVID-19 staff policy: As of October 24, 2022, Pasa staff are not required to be vaccinated as a condition of employment. However all staff must privately disclose their vaccination status to Human Resources upon hire. All staff, regardless of vaccination status, are required to conduct COVID-19 rapid tests before and after attending any indoor event or meeting hosted by Pasa. This policy is subject to change as the COVID-19 pandemic continues to evolve.