



# FIBERSHED

Local Fiber, Local Dye, Local Labor

## Job Description

*Fibershed is a national organization with headquarters in Northern California. Our organization manages a series of research, and communications projects focused on rebuilding and in some cases building anew our region's Climate Beneficial™ fiber and natural dye systems. We work directly and collaborate with fiber and food producers and artisans who span 51 counties from the Oregon border to San Luis Obispo, from the Sierra foothills to the Pacific Ocean. Our international affiliate program collaborates with organizers of 50 Fibershed communities who are working to develop regional fiber and dye systems in their home geographies. Learn more at [www.fibershed.org](http://www.fibershed.org).*

Title	Community Agricultural Director
Status	Exempt (Not subject to overtime)
Supervisor	Executive Director

**Job Function:** The Community Agricultural Director (CAD) is a new role that will oversee and facilitate the execution of climate change ameliorating land-based projects within Fibershed's member-based producer program. The CAD will activate climate change ameliorating landscape management in the Northern California Fibershed by building relationships with producer program members, directly managing program benchmarks and outcomes, reviewing and translating the latest scientific research on soil carbon sequestration, and coordinating opportunities for hands-on learning and economic development. Working directly with farmers, ranchers, contract grazers, collaborating technical service providers (biologists, NRCS staff, Agricultural Extension Offices), researchers, policymakers, designers and artisans, the CAD will advance the Climate Beneficial™ fiber economy in the Northern California Fibershed. The CAD will report directly to the Executive Director and will work collaboratively with our communications, policy, and general operations staff. This position works remotely.

The CAD's understanding of the producer landscape and the role of restorative agriculture practice on our region's working lands will inform and guide Fibershed's private sector advocacy and public sector policy efforts that bridge the delta between rural economic development, restoration of our agricultural soils, and climate change amelioration. Over the course of the next five years, our organization aims to provide a refined understanding of the carbon cycle impact of our region's integrated fiber and food systems to amplify the cultural, political and economic impact of this work.

### Principal Tasks

- Manage the producer program to include:
  - the main point of contact for the producer members of the program
  - member engagement, application review, interviews, new member orientation, and onboarding
  - processing new and renewing member application in collaboration with the general operations manager
  - resource creation
  - communication & facilitation
  - continual development of policies and procedures
  - cultivate, execute, and refine outreach and engagement strategy in collaboration with the executive director



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- when appropriate, meets with prospective members or partners
- workshops
- creating new, verifications, and sharing of producer carbon farm plans
- producer blog in collaboration with the general operations manager
- business curriculum in collaboration with the general operations manager
- build relations with producers ranging from rural and multi-generational land managers to Bay Area designers
- Manage the citizen science soil carbon project - in collaboration with the University of California Davis & Fibershed's Lead Process Engineer
  - continual education on soil carbon sequestration and working landscape carbon drawdown to include but not limited to: reviewing scientific papers, attending workshops in classrooms and the field, direct outreach to scientists, farmers/ranchers, technical service providers, and others
  - processing data into Salesforce in collaboration with the general operations manager
- Aggregation and preparation of working landscapes focused on greenhouse gas data
- Liaison to Fibershed Agricultural Coop for events & producer membership
- Writing, data collection, editing, and support for funder reports
- Public education & speaking engagements (also to funders on occasion)
- Partner/stakeholder calls & support
- Assist with events & manage the Marketplace within the events (Symposium, Gala, producer meet-ups, occasional pop-up events)
- Research and prepare reports as assigned
- Attend and support weekly team meetings in person
- Other duties as assigned

**Other Essential Functions:** Regular and punctual attendance and dependability in meeting commitments and deadlines are essential functions of this position. Must be available and willing to work beyond a regular business day when needed and on occasion, a flexible schedule especially before events. Required to drive to client or producer sites, events and possibly overnight time away.

**Physical and Mental Requirements:** Ability to sit for prolonged periods. Operate a computer, mobile phone, tablet, and telephone. Work effectively when working in isolation. Work effectively as a part of a virtual team. Concentrate on a variety of details when faced with interruptions and changing work priorities. Occasionally is required to lift and/or move up to 25 pounds.

**Qualifications:** The community agricultural director needs to have an understanding and passion for regional economic development and the intersection of fiber and food systems.

- BA or equivalent
- Four years plus of community organizing
- Excellent written and verbal communications
- Exceptional organizational and time management skills



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- Proficiency with Apple computers, Microsoft Office suite, Dropbox, Google Drive, Eventbrite, Zoom Meetings, Wordpress, and SalesForce
- Highly self-motivated
- Ability to work both independently and be a team player
- Ability to effectively prioritize and execute tasks in a changing environment
- Experience with non-profit program development and execution are preferred
- Background with grassroots advocacy campaigns a plus
- Experience with large, multi-organization grassroots coalitions a plus
- Program evaluation skills is a plus

This job offers full-time employment and compensation is commensurate with experience level.

Candidates who live in Sonoma County, Marin County, the East Bay, or who are willing to move to this region are welcome to apply. Weekly in-person meetings will be a requirement, and most work days duties to be done from a home office. This is a remote job.

Fibershed is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

To apply: please submit a resume, cover letter, and contact information for two professional references by email to [marisol@fibershed.com](mailto:marisol@fibershed.com). Include the subject line "Community Agricultural Director" and note that applications will be reviewed on a rolling basis until the position is filled.