

Green Mountain Farm-to-School Farm-to-School Program Director

Location: Newport, Vermont

Start Date: Mid-June 2010

About Green Mountain Farm-to-School

Green Mountain Farm-to-School (GMFTS) is a nonprofit organization promoting the health of Vermont's children, farms and communities by providing programs to connect schools and farms through food and education. In the 2010-2011 academic year, GMFTS aims to serve 21 school communities in the Northeast Kingdom of Vermont with school gardens, educational programming and fresh local farm foods, benefiting over 3,000 students. For more information about GMFTS, please visit www.greenmountainfarmtoschool.org.

About the Position

Green Mountain Farm-to-School seeks a dynamic, mission-driven food systems professional with strong communication and organization skills to support the growth of our organization. The primary responsibilities of the Farm-to-School Program Director will be to develop, manage, grow, present, and evaluate GMFTS' farm-to-school programs and provide general operational and administrative support. The Farm-to-School Program Director will lead our Farm-to-School team as GMFTS grows to serve 21 schools in 2010. The Farm-to-School Program Director reports to the Executive Director.

Position Description

The Farm-to-School Program Director will:

- Develop and coordinate GMFTS Farm-to-School programs
 - Serve as primary contact and oversee the implementation of Farm-to-School programs at 6 partner schools
 - Coordinate local food distribution system for schools and other institutions
 - Build and maintain relationships with schools, farms, senior meal sites, and other institutions
 - Supervise the scheduling and delivery of GMFTS Farm-to-School programs and events, including taste tests, farm field trips, in-class workshops and harvest festivals
 - Coordinate and promote nutrition-related curriculum for teachers to use in classroom
 - Work with food service directors at schools to increase local food purchases
 - Work with farms to increase the abundance, variety, and availability of local foods for institutions
 - Create training and professional development opportunities for Farm-to-School stakeholders
 - Design and distribute outreach and publicity materials
- Evaluate and grow GMFTS Farm-to-School programs
 - Manage program budget
 - Collect, analyze, and report data for program evaluation
 - Develop resource materials to support replication of programs
 - Assist with development of GMFTS' strategic plan
- Supervise Farm-to-School staff, interns, and volunteers
 - Manage Farm-to-School coordinators
 - Supervise volunteer recruitment and selection
 - Train and supervise interns
- Assist with raising funds for GMFTS Farm-to-School programs
 - Research potential funders
 - Prepare fundraising materials including grant applications, individual appeal materials, etc.
 - Assist in preparation of GMFTS fundraising events
- Provide general operational and administrative support to organization

Compensation: This is a full-time position with salary and benefits commensurate with experience.

Qualifications

- A Bachelors degree or equivalent experience
- Supervision and program development experience
- Excellent public speaking and writing skills
- Excellent organizational skills
- Demonstrated ability to establish effective and productive working relationships with co-workers and individuals/groups with diverse interests and perspectives
- Knowledge of local food systems and sustainable agriculture
- Valid drivers' license and access to reliable transportation
- Ability lift and move 50 lb
- Ability to work in a fast-paced, rapidly growing non-profit environment

To apply

Submit a cover letter, resume, and writing sample (non-fiction, 3 pages or less) to jobs@gmfts.org. Position opened until filled. EOE.