

## **2022 Local Foods Local Places Community Food Assessment Coordinator Job Description**

**An Employee of the San Luis Valley Local Foods Coalition**

**Based out of home and the SLVLFC offices at 412 State Avenue Alamosa, CO**



**May 5, 2022**

The San Luis Valley Local Foods Coalition is looking for a full time 'Local Foods, Local Places' Coordinator to help us conduct the San Luis Valley Community Food Assessment and Strategic Plan over the next 18 months to two years.

The person chosen will join a dynamic team at a grassroots non-profit working to foster an equitable local food system in the San Luis Valley. Together we can make a great contribution to understanding the current state of agriculture, nutrition and healthy food access in the San Luis Valley.

You would be joining an organization that has established an outstanding reputation for service and hard work based on the will of the community. Credit for this goes to everyone in the organization and partnerships. As a member of the LFC team, you will contribute your talents and energies to further improve the vibrancy and quality of our workplace and further our mission to foster an equitable local food system in the community.

The strategic foundation guiding this position is entitled 'Local Foods, Local Places' (LFLP). LFLP is an Alamosa-based partnership that underwent a USDA, EPA, DOT, and CDC facilitated strategic planning workshop in late 2017 with about 35 participants that culminated in a four-goal, 18-part strategic plan geared toward vitalizing Alamosa through local foods and recreation. Partners include the Boys and Girls Club, City of Alamosa, Adams State University, the Rio Grande Farm Park, SLV Great Outdoors, the Food Bank Network of the SLV, and La Puente's VEGI program.

Activities of the position will focus on gathering community input for the purpose of updating and expanding the plan's food related strategies that ensure equitable healthy local food access for Alamosa residents to the entire San Luis Valley. We will be examining the food system from production to waste in a manner referred to as a "soil to soil" SLV Community Food Assessment. This will be followed by a strategic planning process, the creation of a county by county and SLV overall food plan and the creation of a financial model to fund the plan with the hopes of getting our county governments to adopt a plan they were part of all along.

The Coordinator will report to the San Luis Valley Local Foods Coalition Director and will receive direction from the Director and the Local Food Local Places Steering Committee and Project Stewards. The position is dependent upon grant- funding which is secured through 2023. We will work together to continue funding the position into the future.

**Roles and Responsibilities:**

- Build relationships with the stakeholder team members, the New Ventures Advisors consulting team, and with community representatives in the six-county region
- Build new relationships in the San Luis Valley in each county to get buy-in and guidance on how to best host listening sessions and conduct surveys in each SLV community.
- Participate in and help organize bi monthly steering committee meetings and monthly Project Stewards meetings.
- Ensure the project digs deep into community and hears voices from all sectors of the food system.
- Engage local government, the business community, the non profit community, the agricultural community, and residents in data gathering. Work with partners to conduct “listening sessions/surveys” throughout the SLV.
- Compile, organize, and review data from community listening sessions and surveys
- Work with team to identify key themes from community data
- Create and submit press releases and manage social media for the project

**Ideal Candidate:**

- Well connected in the SLV
- Knowledge of the SLV communities and culture
- Bilingual in English and Spanish
- Meeting facilitation skills
- Experience working in health equity and food justice arena
- Knowledge of nutrition and local food systems
- Ability to communicate well in person, on social media, and in writing
- Knowledge of qualitative data and data analysis
- Event planning and marketing
- Project management experience
- Comfortable with Word, Excel, Power Point, Gmail, Google Docs
- Critical Thinking skills

**Education Requirements:**

- High School Diploma required, **or** 3 years relevant experience (i.e. community organizer, project manager, program coordinator) Advanced degrees encouraged to apply as well.

**Physical Conditions of Job**

A portion of the work may be performed outdoors in outdoor listening sessions.

**Salary and Benefits**

\$20 an hour

Benefits include Paid Time Off, Paid Holidays and a 50% employee funded health insurance

Mileage compensation, Tablet or Laptop provided. Use of your own phone and vehicle required.

Please apply by sending a cover letter and resume to [opportunity.slvlocalfoods@gmail.com](mailto:opportunity.slvlocalfoods@gmail.com)