



Northeast Organic Farming Association of Vermont

Nourishing People, Land, and Justice through
Organic Agriculture



GRASSROOTS POLICY ORGANIZER

(starting at 30 hours/week, salaried, exempt)

NOFA-VT seeks a grassroots policy organizer to build our base and, working with member leaders, develop and advance our state legislative priorities in support of our mission. The Grassroots Policy Organizer reports to the NOFA-VT Policy & Organizing Director. This position works closely with the Engagement and Communications teams, the Policy & Organizing Steering Committee, as well as collaborating whenever possible with the other teams at NOFA-VT.

[Note: while we are aiming to start this position at 30 hours/week, we may be able to offer some flexibility in the number of hours for the right candidate.]

Job Overview

The Grassroots Policy Organizer (GPO) will collaborate with staff and member leaders to develop our legislative priorities, campaigns and strategies, and support our work in the legislature to achieve policy wins in support of our mission. The GPO will focus on organizing, training, and planning with member leaders in the field in the summer and fall and will focus on executing our member-defined legislative strategy during the session from January through May. A key focus of this position year-round is to expand NOFA-VT's base of engaged members and build the numbers of NOFA-VT members taking action on NOFA-VT's policy issues.

Job Responsibilities

Basebuilding

- Organize grassroots meetings with NOFA-VT members to discuss and advance key policy objectives.
- Conduct 1-1 meetings with NOFA-VT member leaders and potential leaders, and engage them in advancing NOFA-VT's policy priorities.
- Assist the Policy & Organizing Director in implementing outreach efforts to grow the numbers of Vermonters supporting NOFA-VT's work and taking action on NOFA-VT's campaigns.
- Recruit new NOFA-VT members and help develop new NOFA-VT member leaders, including assisting with effective training.

Legislative Strategy & Coordination

PO Box 697 | 14 Pleasant Street | Richmond, VT 05477

NOFA-VT | nofavt.org | Phone: 802-434-4122 | Fax: 802- 329-3033

Vermont Organic Farmers LLC | vermontorganic.org | Phone: 802-434-3821 | Fax: 802- 329-3029



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- Working with the Policy & Organizing Steering Committee and the Policy & Organizing Director, develop NOFA-VT's annual policy agenda and execute strategies to achieve state level policy wins.
- Help to coordinate testimony before legislative committees, including recruiting other NOFA-VT staff and members directly impacted by policy decisions to testify.
- Testify directly to legislative committees on behalf of NOFA-VT as needed.
- Track legislative calendar and deadlines, and regularly report out on legislative hearings and discussions regarding NOFA-VT priorities.
- Help cultivate and work with legislative champions in support of our priorities.

Leadership Development & Training

- In collaboration with Policy & Organizing Director, identify, cultivate, and support NOFA-VT member leaders.
- Support member leaders in building key skills including storytelling, public speaking, direct advocacy and recruitment.
- In collaboration with the Policy & Organizing Director, develop and conduct organizing and campaign strategy trainings for NOFA-VT staff and leaders.

Coalition Work

- Participate in state level coalition work that advances our mission, as directed by the Policy & Organizing Program Director.
- Work closely with state level partners to advance climate, economic, racial and social justice
- Coordinate participation of member leaders and NOFA-VT staff across key state level coalitions and ensure information sharing

Campaign Coordination & Mobilization

- In close collaboration with the Policy & Organizing Steering Committee, the Policy & Organizing Director, and Communications teams, identify campaigns, develop and help implement/use campaign strategy, narratives, talking points and outreach materials
- Develop action alerts, phone banks, grassroots meetings, and other mobilizations to activate NOFA-VT's farmer and member base on priority issues and campaigns

Desired Qualifications and Skills

- Ability to work with NOFA-VT's farm and rural members.

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- Ability to effectively engage with legislators and other key decision makers.
- Strong commitment to environmental stewardship, social, economic, and racial justice and a thriving future for Vermont agriculture. Some background in agriculture preferred.
- Willingness to learn and employ effective grassroots and community organizing skills.
- Excellent follow-up, flexibility and responsiveness; ability to thrive in a fast-paced environment.
- Knowledge of Vermont's legislative and budget processes.
- Ability to work as part of a team, take direction from program director, and meet goals and deadlines.
- Strong communication skills over the phone, in person, and in internet-based communications.
- Strong writing, speaking, and listening skills.
- Ability to drive to communities and farms across Vermont; reliable transportation is required.

Work Schedule and Location

Our office is located in Richmond, VT, though most staff work in a hybrid format, balancing in-person work and collaboration at the office with working from home or remotely. From January through May, while the legislature is in session, this position is expected to be based in the Vermont State House a minimum of two days/week, Tuesday through Friday. Remote work from within Vermont will be considered, though applicants must have the ability and willingness to travel regularly to the Richmond office, to rural areas and farms throughout the state, and to the Vermont State House.

Work is typically conducted Monday through Friday during regular business hours, though this position will include occasional weekend and evening hours.

Compensation

This is a staff level position, falling into NOFA-VT's program staff pay band of \$23.60 - \$30.50 per hour. NOFA-VT benefits include combined time off for employees working 25 hrs/week or more. Additional benefits, including health insurance, dental insurance, vision insurance, life insurance, retirement, and an employee assistance program are available to employees working 30 or more hrs/week.

Equal Opportunity Employer

NOFA-VT provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

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Applicants for this and all positions at NOFA-VT are encouraged to review our [Statement of Intention on Social Justice](#) prior to applying in order to understand how we view social and racial justice as central to a healed and thriving food and agricultural system.

To apply:

Please submit a cover letter, resume and contact information for two references to jobs@nofavt.org with **“Grassroots Policy Organizer Application”** in the subject line. Application deadline: 3/1/24 for priority consideration, though the position will remain open until filled.

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