



NORTHEAST ORGANIC FARMING ASSOCIATION OF VERMONT

Employment Opportunity

Farm Business Advisor

About NOFA-VT

NOFA-VT is a nonprofit association of farmers, gardeners, and consumers working to promote an economically viable and ecologically sound Vermont food system for the benefit of current and future generations. Our Farmer Services Program provides business planning, production technical assistance, and educational opportunities for aspiring, early stage, and established farmers statewide.

Job Summary

The Farm Business Advisor provides high quality, responsive services to support farmers at all levels of development to enhance the viability of their businesses while meeting their quality of life goals. This position works with both beginning and established farmers one-on-one and in groups to address a diversity of business and production issues. The Farm Business Advisor will collaborate closely with the Farmer Services Director to develop and deliver the most effective services to Vermont's organic farmers.

This position is 32-40 hours per week with benefits and based out of the Richmond, VT office. Position reports to the Farmer Services Director.

Job Responsibilities

- Conduct intake interviews and assessments of farmer needs to match to the appropriate program or service.
- Deliver and/or coordinate on-farm business planning and other technical assistance services and special projects (i.e. cost of production benchmarking).
- Assist with the delivery and development of NOFA-VT's beginning farmer programs.
- Collaboratively develop programs, special projects, and/or resources that work to enhance the viability of Vermont organic farms.
- Assist with program outreach, planning, development, evaluation and grant reporting.
- Advise on the development of NOFA-VT's educational offerings and policy positions.
- Develop and maintain positive collaborative working relationships with other agricultural service providers and food systems partners.
- Attend bi-weekly NOFA-VT staff meetings and Board meetings as applicable.
- Actively participate in NOFA-VT "team" events such as the Winter Conference and On-farm Workshops, and serve as a representative of NOFA-VT at other events as needed.

Qualifications

Education & Training: Bachelor's degree or equivalent work experience, preferably in agricultural management, economics, business development or related fields.

Knowledge: Knowledge of diverse organic and sustainable agriculture and the educational needs of commercial and beginning farmers. Strong preference for candidates who have knowledge/expertise in organic dairy and livestock production.

Experience: Experience working directly with farmers or small business owners in a business development capacity. Experience with project and budget development and management, both collaboratively and independently. Grant writing experience preferred. Strong preference for candidates with farm financial planning experience.

Skills: Excellent written and verbal communication skills. Strong interpersonal skills and comfort speaking in public. Excellent organizational skills. Strong computer skills required.

Capabilities: Ability to work well with a wide range of people and adapt to changing situations on a daily basis. Ability to prioritize tasks and problem-solve in a position with many moving parts. Effective

Conditions: Strong interest in, and commitment to, promoting the goals of NOFA-VT and meeting the needs of organic farmers. Valid driver's license and access to reliable vehicle for travel. Frequent statewide and occasional out-of-state travel required. Ability to work occasional weekends and evenings.

To Apply

Please submit a resume and letter of interest to jobs@nofavt.org with "Farm Business Advisor" in the subject line, or send hard copies to NOFA-VT, Attn: Farm Business Advisor Position, PO Box 697, Richmond VT 05477. The position will remain open until filled.