



Local Food and Farm Co-ops

www.localfoodandfarm.coop | info@localfoodandfarm.coop

Northeast Regional Coordinator Contract

About the Contract

The Northeast Regional Coordinator will work collaboratively with LFFC partners and members to support and develop food co-op activities and promote inter-co-op trade in the Northeast region. The goal of this work is to strengthen the food system by facilitating relationships that support food access, distribution, and self-determination for emerging and existing food co-operatives.

About LFFC

The Local Food and Farm Co-ops network (LFFC) is a nonprofit cooperative. We provide training, online and in-person capacity-building, mentorship and coordination of peer-to-peer support to coops and social enterprises across Ontario. Our goal is to innovate and co-create an environment where LFFC contractors can do the best work of their careers. We're bolder and more brilliant together.

We're dedicated to ensuring each LFFC team member feels a sense of belonging, feels safe, cared for, respected and valued for who they are, and trusts that their unique voice is heard, embraced, and meaningfully contributes to decision-making.

Key Duties

- work closely with LFFC Coordinators and the Project Manager
- regular meetings, planning and discussion with LFFC team
- develop and coordinate resources and learning opportunities including workshops, networking events, tours through existing programs (e.g. 'Co-op Field Schools', 'Trade Routes') and with sector partners (eg. Fair Finance Fund)
- collect and develop resources and tools for an online repository
- facilitate mentorships and peer-to-peer communications between co-operatives, sector leaders and local food system stakeholders
- lead and facilitate discussions for online wholesale distribution models in the Northeast
- work with regional partners to evaluate barriers and opportunities to inter-regional food trade
- seek and form good relations between members, partner organizations and Indigenous communities
- primary and secondary research and analysis
- planning, recording and evaluation of project activities
- reporting for a variety of audiences
- ensure funders and community partners are recognized and engaged in project activities
- support and promotion for events and initiatives in which LFFC is a partner

Skills & Qualifications

- Proven ability at engaging in matters that require sensitivity, discretion and empathy across a diverse community
- Comfortable with presenting and communicating ideas clearly at all levels of the organization internally, and externally with representing the organization and the LFFC strategy
- A working style of collaboration, patience, tolerance and consideration
- Ability to hold a balanced perspective and remain neutral; an ability to remove self from the conversation
- Ability to be an advocate for LFFC and challenge leadership when required with tact and respect
- Proficient in Google for Nonprofits Workspace management
- Exceptional organization, time-management and prioritization skills
- Experience with funder reporting and claims (preferred)
- Experience with food supply or value chain coordination (preferred)
- Experience with Indigenous, diverse, and/or marginalized communities
- Ability to communicate in French, both oral and written (preferred)
- Strong ability to work independently

Share Our Values

- Honour Truth & Reconciliation
- Prioritize place-based solutions that are fair, just and democratic
- Stand in solidarity and compassion
- Lead & Empower food practitioners

Remuneration & Contract Details

Wage: competitive based on assessment of experience in cooperative development and value chain coordination

Hours: up to 20 hours per week, with a flexible schedule

Location: remote (work from home), with possible paid travel throughout Ontario

Duration: Dec 1st, 2022 - April 30th, 2023 (likely to extend to Dec 2023) with possibility to renew

Application Details

Deadline to apply: posting available until filled

Interview Dates: TBD

Please submit your proposal in one (1) pdf document to:

jen@localfoodandfarm.coop (Attn: Hiring Committee)

Content of proposal:

- Description of experience in project coordination
- Description of experience or interest in the local food and farm sector, or food system and co-ops or non-profits
- A CV, Resume, or Organizational profile, as applicable
- Area of residence or operations

- 3 References

Eligibility and guidelines

This contract is open to anyone with expertise in project or community development in the Ontario food and farming sector. As a remote and independent worker, this Coordinator will have to provide their own office space and equipment, and be resident in, or operate from Ontario.

LFFC is an equal opportunity employer committed to representation and inclusion. We strongly encourage applications from all backgrounds, including underrepresented groups in the food, farming and co-operative sectors such as BIPOC, 2SLGBTQ+, youth and those with lived experience including cultural backgrounds and languages representative of our nation's complex history. LFFC values and honours the lived experience candidates may bring to this position, please feel free to highlight these attributes mentioned above in your application and/or interview process. We do not discriminate on the basis of sex, gender, race, ethnicity, class, religion, or sexual orientation.

LFFC thanks all candidates for their applications. Only those candidates selected for an interview will be contacted.