



COMMUNITY  
FARM  
ALLIANCE

[www.cfaky.org](http://www.cfaky.org)

P.O. Box 130  
Berea, KY 40403  
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## JOB ANNOUNCEMENT

**Position:** POLICY ASSOCIATE  
**Time:** Full-time  
**Location:** Kentucky (Central Kentucky preferred)  
**Salary:** \$32,000-\$34,000 (based on experience) with generous health, dental, vision and other benefits

**Starting Date:** March/April 2020 or until filled

### About Community Farm Alliance (CFA):

Community Farm Alliance is a statewide, grassroots-membership organization that strives to bring a voice on issues affecting family farmers and local food consumers to both state and national policy makers. Since 1985 CFA has led major innovations in Kentucky's agriculture, food, and community policy development.

CFA has over a thousand passionate, committed members from across the Commonwealth. Our members are a mix of urban and rural, farmers and non-farmers, rich and poor, young and old. The "community" in Community Farm Alliance is not defined by geography but by values that govern good stewardship of land, family, and community.

### Job Description

The Community Farm Alliance has a long history of working on farm and food policy from market development, institutional procurement, and food access. CFA's most recent work has been centered on the priorities of a) Increasing sales and income to Kentucky farmers, b) Increasing access to local food, especially fresh and healthy, to low-income populations, and c) leveraging federal food and nutrition program funds to support priorities a & b.

The *Policy Associate* builds upon CFA's history of engaging in and leading policy work, especially that of the Kentucky Food Policy Network, to help CFA identify and support new strategies that address food system inequity. The main projects of the *Policy Associate* are to a) work with collaborators to develop regional local food system and food access metrics; b) help revitalize and coordinate the Kentucky Food Policy Network; and c) work with collaborators to conduct necessary research to draft a policy and plan to introduce and pass legislation that establishes a Healthy Farm and Food Incentive Fund which supports direct farm impact food access programs in the state.

As a member of the Staff Support Team, the *Policy Associate* works closely with CFA's Executive Director, Food Access Coordinator, Organizing Director, and Communications Director to develop and implement a range of strategies to expand outreach efforts, increase awareness, develop policy, and build a coalition supporting healthy food access.

CFA is a 501(c)(3) non-profit whose mission is to organize and encourage cooperation among farmers, rural, and urban citizens, through leadership development and grassroots democratic processes to ensure an essential, prosperous place for family-scale agriculture in our economies and communities.

### Professional Qualifications

- Must have at minimum a bachelor's degree or equivalent experience, preferably in a relevant field (community economic development, political science, or sustainable agriculture), or a high school diploma/GED and 3+ years related work experience;
- Must have strong analytical skills;
- Must possess excellent oral and written communication skills;
- Must be able to self-organize and multi-task;
- Must be comfortable with the suite of Microsoft Office applications
- Experience with collaboration and facilitation
- Experience with food policy, especially Federal food and nutrition programs, food policy councils, and statewide charters.

### Personal Qualifications

- Committed to the values inherent in community organizing and leadership development;
- Committed to advancing diversity;
- Able to perform in a variety of environments and diverse social settings.
- Able to initiate contact with persons not known, in person and by phone;
- Able to occasionally travel throughout the state and accommodate a work schedule that will include occasional evening and weekend commitments;
- Must have reliable transportation and a mobile phone;
- Able to take the initiative; be self-motivated; able to work independently as well as in a team; work well under pressure; be a creative thinker and; be a good problem solver;
- Open and honest – must enjoy working with people!

*CFA seeks to build an organization of diversity - People of color are encouraged to apply*

For more information please visit: <http://cfaky.org/get-involved/employment-opportunities/>

#### To apply:

Send application materials as a single PDF to [cfaadmin@cfaky.org](mailto:cfaadmin@cfaky.org) with subject line of “**Policy Associate**” to Martin Richards, Executive Director by **March 27, 2020**:

- A resume
- Cover letter
- 3 professional references and 2 personal references

Questions regarding the position can be submitted to this email address as well.

Please no phone calls about this job.