



ORGANIC FARMING RESEARCH FOUNDATION

Fostering the improvement and widespread adoption of organic farming.

Education and Research Program Associate

Organic Farming Research Foundation

ORGANIZATIONAL BACKGROUND

The mission of the Organic Farming Research Foundation (OFRF) is to foster the improvement and widespread adoption of organic farming systems. Since our founding in 1990 OFRF has sponsored organic farming research, education, outreach, to support organic and transitioning farmers across North America. This work is complemented by efforts to share our findings with policy makers, agricultural institutions, and federal agencies that can use the results to implement broader change and help to advance the sector. OFRF envisions a future where organic farming is the leading form of agriculture.

POSITION OVERVIEW

The OFRF Education and Research Program Associate is a 75% full-time, benefitted, exempt position (approximately 30 hours per week), based out of our Santa Cruz, CA office. The Education and Research Program Associate reports to the Research Director. This position has the potential to increase to a full time (40 hour) position.

POSITION RESPONSIBILITIES

- Administer OFRF's research grant making program, including outreach, grant application processing, and facilitating board review.
- Maintain a searchable tracking system of past and present OFRF grant projects in our online database.
- Assess and track the impact of OFRF research projects.
- Participate in developing, monitoring, and reporting on grants related to research and educational activities.
- Perform research and analysis on various topics related to organic farming, which may include conducting surveys and interviews, performing literature reviews, and conducting online research.
- Write about organic research topics, including OFRF funded projects (approx. 2 blogs or articles per month).
- Perform outreach on OFRF original research projects, including designing, writing, and presenting webinars or at conferences and meetings on organic farming research topics.
- Coordinate organic research conferences (1-2 per year) including managing calls for abstracts, coordinating scholarships, and organizing materials and event logistics.
- Coordinate development and implementation of online organic farming course



ORGANIC FARMING RESEARCH FOUNDATION

Fostering the improvement and widespread adoption of organic farming.

- including curriculum development and coordination of partners.
- Other tasks, as assigned by your supervisor.

DESIRED SKILLS

Required

- *Knowledge of organic agriculture principles and practices*
- *Master's degree or above in agricultural science or related field*
- *Analytical skills to interpret research*
- *Excellent communication skills, including scientific writing*
- *Project management*
- *Proficiency with Mac and PC and common software applications and communication programs/platforms*
- *Ability to communicate with farmers and ranchers in both organic and conventional systems*

COMPENSATION AND BENEFITS

OFRF offers competitive salaries, a full range of benefits, and a great work environment. We look for co-workers who can have fun while working as hard as we do for a cause we love.

TO APPLY

Submit your complete packet with "Education and Research Program Associate" in subject line via email to jobs@ofrf.org. All qualified applicants should submit:

- A cover letter stating your interest, qualifications, and salary requirements.
- A resume outlining your skills and experience.

Please visit www.ofrf.org to learn more about the Organic Farming Research Foundation. Organic Farming Research Foundation is an Equal Opportunity Employer.