

Job Description for Farmer-Led Watershed Coordinator - Wisconsin Farmers Union

St. Croix and Red Cedar River Watersheds

(Full Time)

The Watershed Coordinator will work directly with farmer-led councils within Dunn, Pierce, Polk and St. Croix Counties. The successful candidate will increase farmer engagement, build council capacity, expand participation in the incentive programs, coordinate water testing and programming and ultimately create greater impacts along the St. Croix and Red Cedar River Watersheds. The coordinator will broaden the scope of allies working on sustainable alternatives by networking with multiple agencies and organizations that are concerned about water quality. This includes farmers, county staff, university students, faculty and Extension staff, lake associations, agriculture organizations, elected officials, local tribes and environmental groups. Building a broad coalition linking soil health and water quality is an important goal of this position.

Major Duties of the Farmer-Led Watershed Coordinator:

- Provide support to realize farmer-led watershed council's plans through the collection and analysis of water quality information, identification and clarification the council's impacts, coordinating volunteers and supporting locally initiated strategies
- Provide leadership in community outreach efforts related to watershed planning. This includes raising the visibility of the councils by developing and disseminating outreach materials to stakeholders at venues such as community events and networking among agencies, organizations and individuals and marketing. The coordinator will be responsible for setting up field days, displays and booths. They will write press releases, maintain and enhance website, and develop a strong social media presence
- Collect and summarize surface and ground water quality monitoring efforts related to farmer led efforts such as implementing cover crops, buffer strips and other best agricultural practices
- Provide technical support to the farmer-led watershed councils. Assist in preparing meeting agenda, disseminating educational and research material and coordinating activities to implement and strengthen the project
- Provide leadership to develop strong working relationships among council members, stakeholders, and other federal, state and local government entities
- Maintain financial records necessary to manage McKnight and DATCP grants. Keep project on time and on budget. Write quarterly and final reports to Wisconsin Farmers Union and funding partners.
- Organize data, partner contributions, and project progress.
- Assist with St Croix -Red Cedar Farmer-led project related WFU duties as needed including annual meetings and convention, workshops, staff meetings, newsletters and administrative activities

Required Qualifications:

- Bachelors' degree in environmental science, soils, agriculture, agro ecology, water resources, planning, conservation or a related natural resource management field is preferred, although applicants with a technical degree will be considered
- One or more years' work experience

- Experience with digital communication and marketing strategies
- Ability to organize, coordinate, and manage a complex multi-organizational project
- Training and/or experience in organizational development, communications, consensus building, facilitation, and leadership skills
- Excellent writing, presentation, and public relations skills
- Working knowledge of watershed issues, non-point source pollution remediation strategies, and watershed management
- Ability to work independently, establish work priorities, and manage time effectively
- Proficiency in the use of MS Word and Excel, and ability to learn new computer applications
- Understanding of geographic information systems and their use in watershed planning
- Must be able to pass a Background Security Check
- Valid driver's license and reliable personal transportation
- Ability to effectively communicate with farmers
- Ability to work effectively and cooperatively with individuals, groups, and units of government
- Ability to travel to overnight conferences and work some nights and weekends

Salary and Position Details: The Coordinator will report to Bill Hogseth, Organizing Director of the Wisconsin Farmers Union. The Coordinator will work closely with the project grant committee for the planning process. This position is full-time, with flexibility to negotiate a schedule work best for both the employer and employee. Salary range is \$40-50,000, dependent on qualifications. Benefits (health insurance, pension, paid time off) are included. The position is currently funded through June 2023 with the intention of pursuing funding for the continued implementation of the plan. The Coordinator will be housed at the Wisconsin Farmers Union State Office in Chippewa Falls, WI with flexibility for remote work.

To Apply: Send a resume, cover letter, and names and contact information for three references to Bill Hogseth, Organizing Director, Wisconsin Farmers Union, 117 W Spring St., Chippewa Falls, WI 54729. Application materials can also be emailed to bhogseth@wisconsinfarmersunion.com. The cover letter should address the applicant's qualifications and ability to fulfill the duties of this job. Please let us know if we can contact current or previous supervisors.

Applications are due no later than Friday April 9, 2021. Qualified applicants will be invited to participate in a virtual interview process conducted via videoconference.

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at Wisconsin Farmers Union will be based on merit, qualifications, and abilities. WFU does not discriminate in employment opportunities or practices because of race, color, religion, sex, sexual orientation, national origin, age or disability.

The Wisconsin Farmers Union prohibits discrimination on the basis of race, color, religion, creed, national origin, ancestry, gender, gender expression, sexual orientation, family/parental status, age, disability, socio-economic or military status, in any of its activities or operations. These include employment, youth and adult programs, membership, selection of vendors, appointment of board members and selection of grantees, volunteers and representatives.