



THE NASHVILLE FOOD PROJECT

Community Agriculture Partnership Coordinator

Mission, Vision, and Values

The Nashville Food Project brings people together to grow, cook and share nourishing food, with the goals of cultivating community and alleviating hunger in our city. At The Nashville Food Project, we embrace a vision of vibrant community food security in which everyone in Nashville has access to the food they want and need through a just and sustainable food system. This mission and vision are guided by core organizational values, including hospitality, stewardship, interdependence, learning, justice, and transformation.

Organizational Background

The Nashville Food Project (TNFP) was born from the idea that good food is a matter of basic dignity. Since its start in 2007, TNFP has served thousands of Nashvillians facing food insecurity. In 2011, TNFP was incorporated as an independent nonprofit, shifting the focus of its meals program toward a collaborative partnership model and launching an urban agriculture program. Today, TNFP continues to connect people to nourishing food and to each other through vibrant urban agriculture projects, made-from-scratch meals, and food shared with local partners working to disrupt cycles of poverty.

Position Summary

The Community Agriculture Partnership Coordinator (CAPC) is a new position that helps advance The Nashville Food Project's goal to create and support a vibrant network of community gardens and farms across Nashville. Reporting to the Director of Community Agriculture, this role plays a key part in supporting existing community gardens and adding new sites through partnership coordination. The CAPC supports partnership coordination and communication, coordinates and helps train a network of garden leaders and volunteers across all sites, helps coordinate garden operations to ensure all sites are well resourced, and supports community engagement events to expand opportunities for community members and partners to get involved in community agriculture activities.

ESSENTIAL JOB FUNCTIONS

Partnership Coordination

- Recruit, coordinate, and train at least 2-3 volunteer garden leaders for each community agriculture site, establishing a network of leaders who ensure sites are well-maintained
- Collaborate with garden leadership to manage inquiries, communications, and capacity building for prospective community agriculture partner sites
- Cultivate and steward relationships with garden leaders, volunteers, and community gardeners in order to stay abreast of opportunities and needs at each garden site

- Coordinate at least two annual events to engage garden leaders, growers, and partners in community building, goal setting, and networking activities
- Assist in planning and coordinating the build-out and launch of new community garden sites in collaboration with garden leadership

Garden Operations & Coordination

- Collaborate with garden leaders to identify needs for each community agriculture site
- Recruit and coordinate volunteers for each garden site using TNFP's volunteer platform
- Liaise with garden leaders to proactively identify issues that emerge at community agriculture sites, to include issues related to agricultural infrastructure, volunteerism, and site maintenance
- Provide technical assistance to garden leaders (such as coordination of translation and interpretation, guidance on regenerative agriculture best practices, health and safety, etc) on an as needed basis
- Co-facilitate at least two volunteer work days or events weekly during the growing season
- Regularly communicate with current community gardeners to address any questions or needs

Garden Maintenance

- Support regular garden maintenance and site development at TNFP's garden sites
- Support agricultural infrastructure maintenance at each site as needed

REQUIRED QUALIFICATIONS

- 1+ years experience in farm or garden maintenance and/or garden design
- 1+ years experience in program coordination, communication, and/or administration
- 2+ years developing and/or managing partnerships and partner communications with diverse communities including nonprofits, volunteers and the general public
- Ability to communicate effectively with people of diverse backgrounds, particularly across languages
- Cooperative work ethic and a positive attitude; hard-working, conscientious, and responsible
- Well organized with attention to detail, record keeping and time management skills
- Ability to manage multiple tasks and work in a fast-paced environment
- Willingness and ability to work in all types of weather (hot, rainy, and cold)
- Excellent written, oral, and electronic communication skills
- English fluency, oral and written
- Ability to regularly lift and move at least 40 pounds

PREFERRED QUALIFICATIONS

- High school diploma/equivalent or relevant life experience
- Proficiency in a second language, especially Spanish, Arabic, Burmese, Nepali, or Swahili
- Immigrants, refugees, and people of color are strongly encouraged to apply

CLASSIFICATION

This is a full-time (40 hrs/wk) non-exempt, salaried position. Flexible schedule, with regular weekend and evening hours.

COMPENSATION

Starting annual salary of \$43,000-46,000, commensurate with experience. TNFP offers a competitive benefits package for full time employees including:

- 80% employer paid health insurance for employees, and voluntary dental and vision insurance
- 20% employer paid health insurance for dependents
- Employer paid term-life and AD&D insurance, and long-term disability insurance
- Cell phone stipend
- 14 paid holidays, plus two floating holidays
- Flexible Paid Time Off (PTO)
- Parental leave
- Ongoing training and professional development opportunities
- Flexible work environment (i.e., remote and/or hybrid), including hours and location

To apply, please send a resume and cover letter outlining your interest in our work and mission to info@thenashvillefoodproject.org. Applications received on or before November 4, 2024 will receive priority consideration. Candidates will be considered on a rolling basis until the position is filled.

In all aspects of its work, The Nashville Food Project strives for a culture of inclusivity and fairness without discrimination based on race, color, religion, sex, sexual orientation, national origin, age, veteran status, disability, or any other characteristics protected by law.