

## Job Posting: Indigenous Outreach & Engagement Coordinator

The [Ecological Farmers Association of Ontario](#) (EFAO) is seeking an outgoing, collaborative and community-oriented coordinator with knowledge and/or experience supporting Indigenous food systems and a strong interest in food production/agriculture, to join the staff team as Indigenous Outreach and Engagement Coordinator. Indigenous applicants with experience living in a First Nation Community in northern Ontario are strongly encouraged to apply for this role.

EFAO is an educational and membership organization that supports farmers and growers to build resilient ecological farms and grow a strong knowledge sharing community through farmer-led education, research and community building. Over the past few years the EFAO board and staff team has been building new relationships and collaborations with First Nations communities and Indigenous farmers and land stewards, and this position will enable us to further support this work. This work will involve promoting and supporting the use of ecological farming practices while respecting cultural knowledge among the different Indigenous groups we are working alongside. An area of focus for this position will be working in collaboration with First Nation communities in northern Ontario.

Reporting to EFAO's Northern Outreach, New Farmer Programs and Operations Director and working closely with the Indigenous Outreach and Engagement Steering Committee, the Indigenous Outreach and Engagement Coordinator is responsible for building and nurturing collaborations with First Nations partners, and coordinating educational opportunities and resources specific to the interest and needs that emerge from these partnerships.

### Position Details

**Position:** Indigenous Outreach & Engagement Coordinator

**Location:** remote from home office

**Hours of Work:** 35 hours/week (option of 28 hours/week if desired)

**Start date:** August 28, 2023

**Duration:** 1 year with possibility of extension

**Salary:** \$55,000 - \$60,000/year FTE, depending on qualifications and experience

**Application deadline:** July 16, 2023 11:59PM EST

## Responsibilities:

- Build and nurture relationships and partnerships with First Nation communities, Indigenous groups and/or organizations in Ontario interested in collaborating around agricultural education and knowledge sharing.
- Work with the Anishinabek Nation (that EFAO has been collaborating with over the past few years) to explore and coordinate opportunities for collaboration with communities and members in northeastern Ontario.
- Design and implement strategies to assess community interests and needs, and collaboratively develop opportunities in response to those interests and needs.
- Organize and coordinate educational and networking events, including farm tours, field days, webinars, workshops and regional gatherings. Events can occur both in-person and online.
- Facilitate one-on-one mentorship opportunities for Indigenous growers.
- Work closely with EFAO's Indigenous Outreach & Engagement Steering Committee as well as other staff members engaged in EFAO's education work.
- In collaboration with EFAO's Communications & Engagement Director, develop and implement a communication and outreach strategy for educational activities, using print, online, and in-person methods (when appropriate).
- For online events, and when appropriate, work with other team members to edit and share event recordings and materials.
- Support grant management including tracking deliverables, managing event and project budgets and preparing reports.
- Support EFAO's commitment to anti-racism and equity through participation in relevant professional development opportunities.
- In collaboration with EFAO's Operations Director and evaluation consultants, support the development and implementation of an evaluation strategy that engages Indigenous partners in the evaluation design and that utilizes culturally appropriate data collection approaches.

## Skills & Qualifications:

To help us learn more about you, please provide a cover letter and resume describing how you meet the following qualifications. This list indicates the experience and qualifications needed to succeed in this role. We understand candidates may not have all the qualifications listed. If you possess approximately 80 percent of these experiences and qualifications, we encourage you to apply.

- Lived experience within First Nation(s) community(ies)
- Based in northern Ontario, where the majority of the work will be taking place
- Minimum of 3 years of related experience in a similar role
- Ability to comfortably manage and facilitate meetings and learning events in person and online
- Strong facilitation and communication (written and oral) skills
- Strong interpersonal skills with a demonstrated ability to build relationships and work collaboratively
- Working knowledge, experience and appreciation of food, farming and land stewardship within an Indigenous context
- Alignment with EFAO's anti-racism and equity goals, or related lived or work experience
- Ability to work both independently and as part of a dynamic staff team
- Experience with Microsoft Office suite, Google documents and virtual meeting platforms (i.e. Zoom)
- Some offsite, evening and weekend work, and travel required

## 'Nice to have' qualifications:

- Experience developing educational programs for Indigenous learners
- Experience working in a not for profit environment
- Experience in financial management, including event and project budgets

## EFAO offers:

- A family-friendly work culture
- Flexible work schedule
- Contributions to a Health Savings Account
- Access to 12 Wellness Days throughout the year
- 3 weeks vacation. The EFAO office is also closed with paid time off between Christmas and New Years

## Commitment to Equity:

Integral to our work is a commitment to advancing the values of equity, diversity and belonging within the organization and through the work that we support in ecological agriculture. We encourage applications from members of groups experiencing barriers to equity, such as First Nations, Metis and Inuit peoples, racialized persons, persons with disabilities, and those who identify as women and/or 2SLGBTQ+. If you require accommodation when navigating the application process, please contact Allison Muckle, EFAO's Northern Outreach, New Farmer Programs and Operations Director at [allison@efao.ca](mailto:allison@efao.ca).

## To Apply:

Please send a cover letter and resume (in one PDF document) to Allison Muckle at [jobs2@efao.ca](mailto:jobs2@efao.ca) by July 16, 2023, 11:59PM EST. Only candidates selected for an interview will be contacted. Candidates who are interviewed will be offered \$75 in compensation for the time and effort required to participate in the interview process.

Thank you for your interest in this position!