Job Description: Land For Good Field Agent

Land For Good Field Agents educate and consult with farmers, landowners, farm service providers and communities. They assist farm seekers to acquire farms and secure land tenure; transitioning farm families on farm succession and transfer planning; and non-farming landowners to make land available for farming.

Field Agents network and collaborate with other educators and advisors within their state to enhance programming, build professional capacity and represent LFG in state and regional policy advocacy. Field agents also participate in organization-wide programs development, such training curriculum and educational materials.

Major Areas of Responsibility

1. Consult with individual, family, organization and government clients: facilitate clients' planning processes; organize, coordinate and/or support teams to work with clients; write reports; develop and coordinate materials including maps and documents. Provide information and referrals.

2. Adhere to LFG customer relationship management (CRM) systems and other intake, customer service and data management and reporting procedures and protocols.

3. Develop and provide educational programming: organize and deliver workshops, presentations and meetings to target audiences. Help produce LFG educational materials.

4. Help develop, foster and participate in state networks including state advisory groups, professional trainings, events, workgroups, and local and regional initiatives.

5. Conduct outreach about LFG programs and services: identify promotional opportunities; distribute LFG materials; represent LFG in meetings and events; recruit clients. Support program-related marketing, market research and outreach strategy in their state.

6. Initiate, manage or participate in educational, planning and other projects including community-based initiatives, research, and advocacy.

7. Participate in staff professional development and organizational strategy, including planning, meetings and other activities.

8. Assist with fund development: participate in grant prospecting, proposal development, donor cultivation, and other fundraising efforts as needed.

Priority Skills, Knowledge and Abilities

1. Excellent interpersonal and networking skills. Ability to engage with people; convene and manage groups and utilize coaching and facilitation skills in a variety of settings.

2. Experience and skills in constituent service and client relationships.

3. Working knowledge of and/or strong interest in farming, farm businesses, farmland access, tenure and transfer/succession issues, particularly as they apply to the state in which they will be working.

4. Self-directed, well-organized; capable of developing and implementing an annual work plan.

5. Good public speaking skills.

6. Proficient in MS Office Suite (Word, Powerpoint, Excel) and Google apps/platform; comfortable with cloud-based document sharing and collaboration programs. Ability to adopt CRM platforms. Additional computer skills a plus.

7. Formal or informal education in agriculture, land planning or related fields is highly desirable.

8. Experience with the not-for-profit sector, and familiarity with the state are important.

Compensation

This is an hourly wage position, budgeted for an average of 8-16 hours per week year-round. This position is budgeted between $18-22/hour, with final wages dependent on qualifications. Travel time is paid and mileage and related expenses are reimbursed. Compensation includes paid holiday and vacation time, and a contribution to a SIMPLE IRA.

A minimum of eight hours/week (on average) is required and assured, performed over two-three days per week in a flexible schedule. Additional hours are based on requests for technical assistance, grant-funded projects and other contracts. The position can grow.

Logistics

Field Agents work closely with other LFG staff throughout the region, but are typically based in a home office, or in a space provided by a local, allied organization or agency. Work schedule is flexible.