



Society Promoting Environmental Conservation
Practical solutions for sustainable cities

Farmland Ecosystem Services Program Coordinator (Vancouver)

Ecosystem services are aspects of natural systems that benefit humanity, and are classified as: provisioning (food), regulating (climate), supporting (soil science), and cultural (aesthetic and spiritual) services.

The Farmland Ecosystem Services Project Coordinator supports farmers to enhance on-farm ecosystem services, help strengthen a network of small-scale farmers in the Metro Vancouver region, and educate the general public about ecosystem services.

The Society Promoting Environmental Conservation (SPEC) is a charitable organization that promotes practical solutions in the areas of sustainable food systems, zero waste, renewable energy, sustainable transportation, and the Elders Circle. Since 1969, we have been empowering communities and individuals in the Lower Mainland to take action and build a greener future. Learn more at www.spec.bc.ca.

Job Title: Farmland Ecosystem Services Program Coordinator

Hours: 10 hours per week

Pay per hour: \$25.00

Term: Ongoing, depending on funding

Work location: Vancouver, BC (Remote)

Responsibilities

a) Program Coordination

- Carry out planning and deliverables as per project funding agreements.
- Develop and maintain project workplans, budgets, and timelines.
- Participate in team meetings as required.

b) Grant writing

- Coordinate the preparation of grant applications and reporting with SPEC as required.

c) Stakeholder Engagement

- Interview and survey farmers to determine key areas of interest related to ecosystems services, climate adaptation, and farm management.
- Plan and deliver workshops and other events.
- Deliver a public outreach campaign about ecosystem services.

d) Research and content development:

- Support the development of extension materials.

e) Site visits

- Deliver on-farm activities (for example, soil sampling, planting pollinator habitat, etc), as required.
- Provide additional onsite support to farmers as reasonably required.

f) Evaluation

- Gather and track project data and prepare annual summary reports.
- Support the recruitment and onboarding of new program staff (as required).

Recommended qualifications

- Background or knowledge/experience in sustainable food systems, soil science, environmental stewardship, climate change, project management, event planning, community organization
- Post-secondary education in sustainable food systems, ecology, soil science or a related field
- Strong time management and organization skills, with attention to detail
- Excellent English language communication skills (oral and written)
- Excellent computer literacy and the ability to learn new platforms quickly; SPEC works in Google Suite and experience in this environment is a must; experience in Mailchimp, Wordpress, Canva, and mainstream social media platforms is an asset.

A combination of education and relevant work experience may be considered.

This position has a strong focus on computer-based tasks, and as such you will primarily work alone with support from SPEC's Food Team and administration staff as needed.

The work schedule is flexible with a monthly evening team meeting.

The position is remote and requires semi-regular travel to Vancouver. Some regional travel may be required.

Apply

Please forward your resume and cover letter with "Farmland Ecosystem Services Program Coordinator" in the subject line by **12:00 noon PST, Monday, April 29, 2024**, to admin@spec.bc.ca.

We thank all applicants. Only those invited to interview will be contacted.

SPEC is an Equal Opportunity Employer

Individuals seeking to apply are considered without regards to race, ethnicity, color, age, religion, national origin, ancestry, pregnancy, sexual orientation, gender, gender expression, genetic information, physical/mental disability, caregiver status, or marital status.

SPEC conducts our work on the unceded lands of Coast Salish peoples, specifically the Squamish, Musqueam, and Tsleil-Waututh, who have stewarded these lands and waters since time out of mind. We continually work to recognize the ways in which we individually and as an organization uphold or oppose colonial systems of oppression and how we can do better. With respect, we understand that Indigenous rights and environmental stewardship are inextricably linked.