



New York Sustainable Agriculture Working Group

## Employment Opportunity

### Program and Diversity Manager Position Hiring Immediately

Posted January 12, 2023

**About:** New York Sustainable Agriculture Working Group (NYSAWG) is a 501 c3 nonprofit organization founded in the mid-1990s to promote just, equitable, and sustainable food systems. NYSAWG was an early advocate for promoting a systems approach to develop strong, resilient, inclusive, and sustainable farm and food enterprises. NYSAWG has demonstrated the importance of building networks and the deeper impacts achieved when diverse networks are connected. NYSAWG's current work is centered on building strong food system networks in the greater western New York State area under the Food Future WNY collaborative program. The work of Food Future WNY is guided by a comprehensive set of recommendations resulting from an 18-month consultant-led assessment; read the report here: [www.FoodFutureWNY.org](http://www.FoodFutureWNY.org)

**Position Overview:** We seek a passionate, community-connected, and self-motivated professional to coordinate the racial equity, community engagement, and issue-specific working group initiatives for NYSAWG's Food Future WNY project. This is a full-time position with the possibility of some evening, weekend, and in-person events. The work environment is a hybrid model combining remote and on-site engagements. We intend to fill this position as soon as possible with the desired start date by or before February 15, 2023.

**Responsibilities include, but are not limited to, the following areas:**

- In partnership with NYSAWG staff, leadership, Regional Council, and partners:
  - Develop, assist, and support strategies, actions, and activities to actualize the recommendations outlined in the WNY Regional Food System Initiative full final report
  - Establish a Food and Racial Equity Council to develop decision-making and communications guidelines to assure equity is prevalent in FFWNY programs and content
  - Work closely with DEI consultant that will be contracted to provide guidance and direction to the Program and Diversity Manager, assist the Food and Racial Equity Council in setting strategic goals, and advance the work of the Access, Equity, and Sovereignty Working Group
  - Advance the initiative's collective understanding and work on food and racial equity
  - Lead equity and inclusion work among partners, greater food system stakeholders, and within NYSAWG and Southern Tier West
- Work closely with the Working Groups to build group capacities and coordinate and advance their respective objectives and related opportunities
- Work closely with the Program Director to embed established operating principles in programs, collaborations, and outreach
- Assist with planning for a regional conference event and periodic speaker/presenter series

- Assist with generating marketing, development, and communications content that supports program activities
- Administrative and program support as needed

**Requirements:**

- Demonstrated interest in food systems, social justice, racial equity, advocacy, community engagement, and policy
- Degree in related field
- Proven ability to work in a remote work environment, including responsiveness to colleagues and external partners, consistent communication of progress on assigned projects, and the ability to take initiative and move work forward independently
- Cultural humility and ability to work effectively with a diverse community of stakeholders
- Proficiency in Microsoft Office products and use of technology devices

**Preferred:**

- Comfort and experience engaging with grassroots organizations, community members, farms and food businesses, elected officials, and knowledge experts
- Experience with communications tools such as social media platforms, Canva, Zoom/Teams, email marketing, and survey programs
- Comfort with public speaking and presenting

**Rate of Pay and Benefits:** The successful candidate will be employed by Southern Tier West but commit 100% of time toward NYSAWG programs. Benefits include health care benefits, paid legal holidays, membership in the New York State and Local Retirement System, Paid Family Leave Plan. Rate of pay will be based on experience and range between \$25.25 - \$28.50 hourly for 35 hours per week.

**Application Process:** To apply, please email a cover letter and resume to [rzink@southerntierwest.org](mailto:rzink@southerntierwest.org) with the subject line Program and Diversity Manager. Cover letters should include a summary of the candidate's relevant experience and personal and professional connections in the local and regional communities. Submissions will be accepted and reviewed until the position is filled.

NYSAWG is committed to building a just, equitable, sustainable, and economically stable food system. We actively encourage and seek applications from Black, Indigenous, and people of color, women, and members of the gay, lesbian, bisexual, and transgender community. NYSAWG and Southern Tier West Planning and Development Board are equal opportunity, affirmative action employers, and are firmly committed to a policy against discrimination based on age, sex, race, religious creed, sexual orientation, gender identity, disability or ethnic or national origin.