

Position Announcement (February 1, 2019)

Title: Farm to School Coordinator

In collaboration with school food service staff, regional farms and distributors, food, nutrition, garden and agriculture educators and Cornell's Master of Public Health program, the Farm to School Coordinator will be responsible for developing, implementing, and improving a coordinated and sustainable procurement plan to increase the amount of local produce served in Tompkins County's school cafeterias. This position will be responsible for helping schools reach the procurement benchmark of 30% NYS food products to qualify for 25-cent per meal reimbursement, coordinating food service staff training in the storage, preparation, serving and promotion of fresh produce, supporting educational activities with students to raise awareness and consumption of fresh, local produce the cafeteria and implementing a monitoring and evaluation framework for farm to school activities in the county. The Tompkins County Farm to School project will run for two years and is expected to impact 31 local public schools, one public charter school and 11,175 K-12 students in Tompkins County.

This position is with [Cornell Cooperative Extension of Tompkins County](#), which serves our community's diverse needs through responsive programs run by committed staff. With about 80 employees and over a thousand volunteers, Cornell Cooperative Extension of Tompkins County strengthens youth, adults, families and communities through learning partnerships that put knowledge to work. Our office offers a friendly work environment that welcomes all forms of diversity, and places a value on work-life balance. It is an employer and educator recognized for valuing AA/EEO, Protected Veterans, and Individuals with Disabilities and provides equal program and employment opportunities.

Qualifications:

- Minimum of a Bachelor's Degree in in Agriculture, Biology, Nutrition, Education or closely related field; Master Degree preferred.
- Knowledge of Farm to School programs
- Ability to clearly communicate (speak, read and write proficiently) in English
- Ability to meet travel requirements associated with this position
- Ability to meet acceptable background check standards
- Ability to work flexible hours which may include evenings and/or weekends, as appropriate
- Ability to transport/move supplies and equipment, climb stairs with or without reasonable accommodation
- Proficiency with windows-based software including use of the internet and Microsoft Office Suite including Outlook, Word, PowerPoint, Publisher, and Excel
- Ability to communicate effectively, clearly, and tactfully through verbal, written and electronic methods
- Ability and willingness to work with a high degree of integrity, accuracy, organization, sound professional judgment, and the ability to handle confidential, sensitive information.
- Ability to organize, manage, and prioritize multiple tasks, deadlines, requirements, and priorities to complete work in a timely manner and within established deadlines
- Experience, ability and willingness to work with diverse audiences and maintain cultural sensitivity
- Strong interpersonal skills with proven ability to work effectively with groups, committees, community and funding partners
- Ability to initiate, plan, organize, implement, teach, and evaluate informal educational programs
- Ability to effectively participate in professional team efforts
- Ability to identify and utilize program resources from the organization and the community

Helping you put knowledge to work.

Cornell Cooperative Extension is an equal opportunity, affirmative action educator and employer.

- Ability to relate effectively to co-workers, advisors, community and professional leaders
- Experience working with farmers and/or with schools, educating children and/or adults in multiple settings, adapting and developing curriculum, and procuring foods preferred
- Experience with food preparation, or food preparation/food demonstration knowledge

Minimum Salary: starts at \$18.00 per hour, with higher rate possibly available depending on qualifications.

Hours/Benefits: Position is part-time (32 hours/week) and includes full benefit package including health and dental insurance, retirement, life insurance and more.

Inquiries: Questions in advance of application should be directed to Lara Parrilla, Nutrition & Community Development Issue Leader, 607-272-2292 or email ljp9@cornell.edu.

Application: Individuals interested in this position should apply on-line. A link to the full position description and application process is available at: ccetompkins.org/jobs. The posting will remain open until we have a suitable pool of candidates. Resume review will begin on February 14, 2019.

**Individuals who bring a diverse perspective and are supportive
of diversity are strongly encouraged to apply.**

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