

**Stewardship Coordinator
Permanent, Part-Time**

Tides Canada is dedicated to a healthy environment, social equity,
and economic prosperity for all Canadians.

We bring giving, investing and doing under a single roof so that we can
accelerate positive change, achieve greater impact and advance solutions across Canada.

Position Overview

Farms at Work (FAW), is a project of Tides Canada. We work to keep farmland healthy and active in East Central Ontario. We are very active in promoting and supporting stewardship of farmland, working with a wide range of partners across East Central Ontario.

The Stewardship Coordinator will be responsible for providing support for the East Central Farm Stewardship Collaborative (ECFSC), and also for some of Farms at Work's own farm stewardship initiatives. The Stewardship Coordinator will work independently, and as part of a team, to achieve the primary objective of improving environmental outcomes on farmland in the region, keeping water clean, farmland healthy and growing ecological diversity on farms.

Anticipated Start Date: ASAP

Location: Peterborough, ON

Hours of work: Variable, on average 7.5 hours per week to start

Hourly rate: \$18 to \$20 per hour commensurate with experience, plus vacation pay

Key Areas of Responsibility:

The Coordinator will be directly supervised by the Director of Farms at Work, and will liaise regularly with the Chair of the East Central Farm Stewardship Collaborative.

The Stewardship Coordinator will:

- Manage outreach to farms using a variety of media and organizational partner contacts throughout the region
- Prepare press releases and media stories
- Organize educational workshops and tours for the farming public
- Provide secretarial support to the ECFSC
- Maintain financial and member records for the ECFSC through Tides Canada's financial systems
- Undertake occasional research projects
- Manage web and social media content for the Collaborative and Farms at Work in relation to farm stewardship
- Write grant applications
- Undertake other related duties and projects, as assigned
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Qualifications Required:

The successful candidate will bring the following assets to the position:

- Experience with event organization
- Experience in effective outreach through a range of print and social media
- Very strong oral and written communication skills, including use of basic computer programs
- Excellent interpersonal and teamwork skills
- Ability to work independently and manage time effectively and efficiently
- An understanding of, and enthusiasm for, both conservation principles and agriculture
- Experience in dealing with partners and the public in a professional manner
- A valid driver's licence and access to use of an automobile
- Ability to work occasional evenings and weekends
- A preference for flexible, part-time employment

How to Apply

Please send your resume and a cover letter to pat@farmsatwork.ca by 5PM March 24, 2017 and include "Stewardship Coordinator" in the subject line.

In your cover letter, please specifically address the following questions:

1. Why does a permanent part-time position appeal to you?
2. What interests you about the responsibilities outlined for this position?
3. How do your experience, education and personal assets make you a strong candidate (address each of the key assets above)?

*As Farms at Work is a project of Tides Canada,
the selected candidate will be an employee of Tides Canada.*

For more information please visit:

<http://www.farmsatwork.ca/> and
<http://tidescanada.org/impact/initiatives>

***Tides Canada is strongly committed to creating a diverse workplace environment and
we welcome and encourage applications from the communities we serve.
We are proud to be an equal opportunity employer.***

Our sincere appreciation to all those expressing interest in the position. However,
only those applicants invited for an interview will be contacted.
No recruiters please.