



Community Outreach Specialist

Our Story & Mission

Gateway Sustainable Farmers Alliance (GSFA) is a farmer-led, 501(c)(3) nonprofit organization supporting and promoting farmers through the Known & Grown program in the greater St. Louis region.

Our mission is to strengthen community food systems by providing sustainable farmers, both current and future, with education, technical assistance, and resource support through collaborative partnerships that bridge connections between producers, buyers, and consumers in rural, suburban, and urban communities within 150 miles of Saint Louis.

Our Work Environment

GSFA is structured as a worker self-directed organization. Traditional hierarchical dynamics are not present and staff have greater autonomy. This environment requires enhanced interpersonal communication, peer accountability, and collaborative decision-making.

Our Values

GSFA operates in accordance with a set of shared values:

Trust and Integrity - Actions should always be taken in good faith with honesty and responsibility.

Respect - People should be treated with kindness at all times. This means regularly practicing active listening and self-reflection, being aware of power dynamics, as well as honoring individual differences.

Diversity - There is power in different experiences and perspectives.

Relationships - Building community and trust with individuals and organizations is essential to developing understanding and perspective in our work to effect systems change.

Collaboration - Actions shouldn't take place in isolation. Whether working with fellow staff or community partners, it is important to lean on the skills and capacities of others to strengthen our work.

Community Empowerment - We follow the principle that we all do better when we all do better. Lifting up other organizations and groups of people in our community promotes collaboration and resilience.

Equity - All people should have the tools and resources they need to succeed.

Transparency - Honest work should be visible for all to see.

Learning - There is always room to learn more.

Position Overview

The Community Outreach Specialist has an integral role in raising awareness about GSFA and Known & Grown. This role primarily builds and maintains community relationships, coordinates events and meetings, and engages the public on our programming.

Responsibilities Community Outreach Specialist

- Works closely with the Communications Director and other staff to get the word out about the organization, provides educational opportunities to the public (tabling, presentations, etc), and maintains good standing with community partners and farmers
- Collaborates with the Communications Director in creating social media and communications content (newsletters, flyers), coordinating events and workshops, and developing physical branding products such as swag and signs for farmers and buyers
- Creates and maintains relationships with partner organizations and local food buyers including grocers, restaurants, and other wholesalers, and connects farmers to buyers for sales opportunities
- Schedules and facilitates events, meetups, workshops, and volunteer days for farmers and buyers, including managing meeting notes and next steps
- Manages annual surveys with farmers and buyers
- Collaborates with Farm Specialist on recruiting and onboarding new farmers into the program and managing the bulk ordering program
- Collaborates with Logistics Technician in coordinating the refrigerated delivery service to increase sales of local farm products
- Attends and participates in GSFA staff meetings and events

Preferred Qualifications

- Professional experience in community outreach, agriculture and/or food systems
- Ability to form authentic relationships, listen to the needs of our community and deliver on them, with an intrinsic value of putting relationships first
- High level of organizational skills: scheduling group meetings, note taking, follow through on group next steps, compiling survey results
- Understanding of the experiences of marginalized communities
- Drive for self directing one's own schedule and work
- Eye for visual aesthetic and wording composition
- Social media engagement and marketing knowledge
- Approachable nature, friendly, ease with engaging the public at events
- Passion for local food systems and sustainable farming
- Microsoft Office, Google Drive, Zoom, Canva, MailChimp knowledge
- Preference for candidates based in the St. Louis metro area
- Access to reliable transportation required
- Occasional weekend availability

Benefits and Compensation

- Worker self-directed structure
- \$51,000-\$55,000 per year depending upon experience
- 32 hour work week
- 128 hours (4 weeks) of paid time off per year
- 19 paid holidays
- 13 weeks of paid parental leave
- Flexible work hours
- Work from home
- Healthcare and home office stipends
- Professional development opportunities

GSFA is committed to the right of equal employment opportunity for every applicant for employment and every Staff member without regard to race, religious creed, color, national origin, ancestry, physical or mental ability (except where such physical or mental limitations affect the applicant's ability to perform the job for which they have applied even with reasonable accommodations), medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status or any other status protected by law. This policy extends to recruiting, hiring, working conditions, benefits, training programs, promotions, discipline, use of facilities, and all other terms and conditions in the workplace.

GSFA is committed to the recruitment of candidates traditionally underrepresented in agricultural organizations and the nonprofit sector in general.

If you believe you're a good fit for GSFA but not sure you meet all the qualifications of this position, we encourage you to still apply.

To apply, please send a cover letter and resume to info@gatewayfarmers.org with the subject line Community Outreach Specialist by **January 6, 2024**.

To learn more about Known & Grown STL, visit our website at knownandgrownstl.org.