



Society Promoting Environmental Conservation
Practical solutions for sustainable cities

Contractor: Farmland Ecosystem Services Program Coordinator

Hours: ~10 hours per week
Pay per hour: \$25.00
Contract Duration: May 8th 2023 to April 30, 2024
With possibility for renewal

Work Location: Remote or Office (2305 W 7th Ave, Vancouver BC)

Background

SPEC is a non-profit, charitable and volunteer-driven organization, founded in 1969 with a long history of environmental advocacy. Our aim is to empower local communities in the Lower Mainland to build a greener future through interactive programs and activities. Our areas of work include food security, zero waste, renewable energy and protection of local land and water resources. Learn more at www.spec.bc.ca

Description

The Farmland Ecosystem Services Project Coordinator will work with the SPEC Food Committee, farmers, academics, government and other professionals towards a goal of increasing awareness and support for on-farm ecosystem services. Ecosystem services are those aspects of natural systems that benefit humanity, such as aesthetic value, spiritual value, healthy soil for future generations, and pollination services. You will also work towards strengthening a network of small-scale farmers across Metro Vancouver, supporting farmers to enhance ecosystem services on their farms, and educating the general public about on-farm ecosystem services.

The Project Coordinator is welcome to work in the SPEC office at any time. However, this position will be considered primarily a remote work-from-home role, with possible exceptions for in-person attendance at SPEC events in the Metro Vancouver area. Some regional travel may be required.

Working schedule is flexible, Monday to Friday, and occasional (~once per month) evening committee meetings.

SPEC

2305 West 7th Ave, Vancouver, BC, V6K 1Y4 – 604-736-7732 | admin@spec.bc.ca | www.spec.bc.ca



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Role Responsibilities

This position will report to SPEC's Administrative Officer and liaise with program managers to:

- Organize the Small Farm Sessions, which include online and/or in-person events for small-scale farmers in Metro Vancouver (tasks include inviting speakers, fundraising, promotion, registration and evaluation)
- Coordinate the Cover Crop Program, including program promotion and ordering and distribution of winter cover crop seeds
- Coordinate the Soil Testing Support Program, including assisting farmers with soil sampling and soil test result interpretation/management advice
- Coordinate update of the South Coastal BC Compost Guide, including recruiting and coordinating volunteers, coordinating meetings, and updating report
- Coordinate and monitor farmer pest and beneficial insect ID project on iNaturalist
- Coordinate and lead outreach initiatives to educate the general public about on-farm ecosystem services
- Design programs and/or resources to support farmers in planting pollinator habitat on their farms
- Design, write and review grant applications and reports as needed
- Administer the budget for the Farmland Ecosystem Services Project
- Liaise with SPEC's communication team to develop project specific website, social media, newsletter content
- Attend weekly Monday morning meetings with SPEC program coordinators
- Attend meetings and events with SPEC's Food Committee (including monthly evening meetings) and other active committees to connect with programming happening across SPEC
- Maintain relationships with SPEC's Food Committee, farmers, academics, government and other professionals towards a goal of increasing support for on-farm ecosystem services
- Work with a team of volunteers and staff to engage external stakeholders including donors, partners, and community members

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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 Mailchimp, Wordpress, Canva, and mainstream social media platforms. Experience in these platforms is an asset.

SPEC is an Equal Opportunity Employer. In keeping with our commitment to supporting a safe and inclusive workplace, we strongly encourage candidates from traditionally underrepresented backgrounds to apply.

Please forward your resume and cover letter quoting “**Farmland Ecosystem Services**” in the subject line before **April 28, 2023** to admin@spec.bc.ca

We thank all applicants for their interest in this position. Only those interviewed will be contacted.

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