



Policy Director

About the National Farm to School Network

The National Farm to School Network (NFSN) is an information, advocacy and networking hub for communities working to bring local food sourcing and food and agriculture education (including school gardens) into schools and early care and education (ECE) settings. Farm to school empowers children and families to make informed food choices, while strengthening the local economy and contributing to vibrant communities. NFSN provides vision, leadership and support at the state, regional and national levels to connect and expand the farm to school movement. Our network includes national staff, Core Partners, an advisory board and thousands of farm to school supporters. For more information, please visit www.farmtoschool.org. NFSN is a project of Tides Center, the nation's largest fiscal sponsor. Tides Center is a nonprofit organization based in San Francisco that works with individuals, groups and funders to implement and accelerate positive social change in the nonprofit sector. For more information, please visit www.tides.org.

Position Description

The Policy Director is responsible for leading NFSN's policy advocacy work. NFSN serves as a national voice for the farm to school movement and a leading resource on national, state and local policies that impact farm to school and farm to ECE. The Policy Director leads development and implementation of the organizational policy priorities to influence federal administrative, rulemaking and legislative actions, and oversees the annual report of state level policies supportive of farm to school and ECE. The Policy Director cultivates and maintains relationships with policymakers and partner organizations, directs and facilitates NFSN's Policy Group, and educates and mobilizes NFSN Core Partners and stakeholders around key policy issues. This position will be based in Washington, DC, reporting to the Executive Director of NFSN. Projected Start Date: February 27, 2017.

Essential Duties and Responsibilities

- Lead the NFSN policy planning and prioritization process, informed by input from NFSN Core Partners, stakeholders and allies
- Implement NFSN policy priorities through engagement in administrative, legislative and rulemaking strategies and tactics
- Identify and cultivate administrative and Congressional champions to support NFSN policy priorities
- Strengthen NFSN Core Partner capacity for engaging in effective policy advocacy, grassroots and media strategies
- Monitor and track policy developments and current issues, including state farm to school advocacy efforts
- Represent NFSN at conferences, meetings and public events
- Guide and facilitate NFSN's Policy Group
- Supervise other policy staff, fellows and interns
- Ensure integration of NFSN policy activities into programs and communications strategies
- Cultivate alliances and engage with strategic partners to implement effective federal policy advocacy strategies and tactics
- Cultivate funder relationships important for NFSN's policy advocacy efforts
- Participate in discussions and activities related to NFSN programmatic work as needed
- Travel as needed for conducting the duties of the position and for representing NFSN



Other Duties and Responsibilities

- Participate in staff meetings
- Complete the organizational monthly monitoring survey to report and track activities, including lobbying
- Contribute to fundraising, including grant writing
- Lead policy advocacy related reporting requirements
- Serve as point of contact for managing NFSN's DC office

Education and/or Experience

- College degree plus at least 4-6 years of experience developing and implementing policy and at least 2 years of experience in a leadership position, supervising others
- Excellent performance history in prior positions

Knowledge, Skills and Abilities

- Collaborative nature, skilled at developing good working relationships with organizational colleagues, partners and contractors
- Ability to operate in a fast-paced environment, handling multiple tasks
- Exceptional trouble-shooting and problem-solving skills, ability to resolve issues proactively and creatively
- Excellent verbal and written communication skills
- Passion and interest in NFSN's mission and activities
- Proven ability to plan and manage projects and meet deadlines
- Knowledge of issues and associated federal programs in the areas of community food security, child nutrition, food and agriculture, health and education
- Experience with Congressional advocacy and policy analysis, and the legislative process
- Strong administrative skills and attention to detail
- Strong quantitative analysis skills
- Experience working in coalitions and/or collaborative settings
- Ability to motivate and inspire others to take action
- Proven leadership skills, including success in a supervisory role
- Sound judgment and critical thinking
- Ability to perform in a fast-paced environment, handling multiple projects
- Ensures completeness, accuracy and timeliness in all work

Organizational Relationships

Reporting to Executive Director

Compensation and Benefits

This is a full-time (40 hours per week), exempt position that includes benefits. Salary range is \$68,000 - \$72,000 and is commensurate with experience. NFSN/Tides Center offers a generous and comprehensive benefits package.



Physical Demands

This position requires approximately 8 hours per day either sitting at a desk (responding to emails, developing materials or being on the phone) or attending meetings outside of the office. This position requires some travel (on average once a month) to conferences within the United States and events to represent NFSN, and to attend organizational staff meetings and an annual meeting.

Work Environment

This position is based in Washington, DC. While performing the responsibilities of the job, these work environment characteristics are representative of the environment the employee will encounter: a basic office environment, visits to the hill, schools or farms, conference centers or hotels where events are being held.

To apply

To apply for this position, submit a cover letter, resume and three professional references to jobs@farmtoschool.org. Please include "Policy Director" in the email subject line. The deadline to apply is January 27, 2017.

National Farm to School Network, a project of Tides Center, is an "at-will" and equal opportunity employer. Applicants and employees shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, mental or physical disability, sexual orientation, gender (including pregnancy and gender expression) identity, color, marital status, veteran status, medical condition, or any other classification protected by federal, state, or local law or ordinance.

Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs at the time of application.