



Ciudad Soil & Water Conservation District
100 Sun Avenue NE, Suite 160
Albuquerque, NM 87109
(505) 510-3478

Employment Announcement: Agriculture Coordinator

Job Type: Part Time, 20 hours per week

Benefits: Ciudad SWCD offers a competitive employee benefits package including reimbursement up to 50% of individual health plan, PERA pension with generous employer contribution, 11 paid holidays (4 hours per holiday), and more.

Compensation: \$22.00/hour to \$24.00/hour, compensation is negotiable depending on education and experience.

Ciudad SWCD Overview

Ciudad SWCD is a special district, also known as a political subdivision, of the State of New Mexico organized under the Soil and Water Conservation District Act (73-20-25 et. seq. NMSA 1978). Ciudad SWCD promotes and is committed to the conservation, improvement, and responsible use of the natural resources on the rural and urban lands within its boundaries. Ciudad SWCD is largely funded by soft money, grants and cooperative agreements. The District values collaborating with partners and aims to serve constituents and the environment with the highest quality of public service and education of best practices. Ciudad SWCD frequently works across jurisdictional boundaries, including on private lands, providing financial and technical assistance to land managers. The District is pleased to have a committed Board of Supervisors and a passionate team of Staff Members who are devoted to making a difference within our Watershed.

Position Overview

The Agriculture Coordinator will assist Ciudad SWCD's Agriculture Manager with the implementation of two composting grants and various healthy soil grants. This position is an exciting opportunity for someone who is passionate about regenerative agriculture, soil health, and strategically increasing food waste diversion to composting in our region through new community based projects. It is a good fit for someone who is a new farmer pursuing regenerative agriculture and composting, or for an educator interested in applying their skills to community composting.

Ciudad SWCD is committed to continuing agriculture and composting within its boundaries. To apply for this position, please visit Ciudad SWCD's website at <https://www.ciudadswcd.org/agriculture-coordinator>.

Individuals should complete the application and upload the requested documents. This posting is open until filled. Ciudad SWCD reserves the right to make a hiring decision at any time. Applicants will be evaluated on a rolling basis with the first round of application reviews taking place Monday, August 19th, 2024. Please contact CJ Ames, Agriculture Manager at CJ@ciudadswcd.org for additional information.

Duties and Responsibilities:

- Serves as a point of contact for partners working with the District on compost projects and soil health projects.
- Collects data, including but not limited to community engagement, measuring food diversion rates (volume), and contamination rates, analyzes data, and summarizes findings by drafting case studies and reports.
- Assists with facilitating and implementing a variety of compost and soil health educational and outreach activities, including curriculum development and training sessions and workshops to further the communities knowledge of composting and food waste reduction.
- Resolves routine problems independently, consulting with the Agriculture Manager, District Manager and Board as needed to develop plans for resolution of unusual or complex problems. Frequently makes independent decisions based on analysis, experience and judgment even when context or information is ambiguous.
- Works and communicates effectively with diverse groups of people, including government officials, advisory and other boards of directors, partner organizations, the public, tribal organizations, and all other Ciudad staff. Engages community support for local conservation efforts and negotiates complex and innovative solutions with partners. Works collaboratively with other District staff and partners to ensure information flow, coordination and synergy between the District's core programs and community composting initiatives statewide.
- Expands Ciudad's roles as a major conservation leader within District boundaries, namely the greater Albuquerque Area, through the buildout of the composting programs.
- Inspires others to act in furtherance of the District's conservation goals, achieving results by building capacity through collaboration and partnerships.
- Maintains positive relationships using open communication between the District and its residents, and with representatives from other SWCDs, NRCS, NMACD, SWCC, and other appropriate affiliated groups.
- Responds to all emails, phone calls, and other correspondence in a timely manner. Maintain correspondence with project partners, develop and monitor program email lists, and maintain and organize files in a timely manner.
- May work in variable weather conditions, remote locations, or on difficult and hazardous terrain and under physically demanding circumstances. May require some travel within New Mexico, or neighboring states, and on evening and weekend hours.
- Keeps an open line of communication with the Agriculture and District Managers, Board of Supervisors, Ciudad SWCD staff and contractors.
- Positively represents the Ciudad SWCD at all times.

Minimum Qualifications:

- BA/BS degree in biology, ecology, soils, environmental science/studies or related field or 4 years of experience in agriculture and soil health can substitute for a degree.
- Demonstrated experience developing and implementing agriculture or composting projects
- Understands local agriculture, soil health principles, and food waste diversion
- Experience with community education and outreach in conservation or sustainability initiatives.
- Experience with implementing data collection, analysis and reporting, ideally related to food waste or resource conservation
- Strong writing, communication, organizational skills, and professional attitude.
- Comfortable working with and leading groups - including public speaking, facilitating meetings and events, and coordinating volunteers and other team members.
- Able to communicate and work well with diverse communities. Background working with diverse cultures and peoples in NM, including engaging with sovereign and Indigenous Nations and with land-based or agricultural communities.
- Computer skills such as e-mailing, research, word processing, spreadsheets, and creating flyers.
- Must be able to effectively work collaboratively and independently.
- Local residents from New Mexico are encouraged to apply.

Desired Qualifications:

- Bilingual in English and Spanish
- Advanced degree (Masters of Science) in Natural Resources, Agroecology, Agriculture Extension or related field.