



Maine Organic Farmers and Gardeners Association
Low-Impact Forestry Specialist
(September 2023)

Title: MOFGA Low-Impact Forestry Specialist

Primary Responsibilities: The MOFGA Low-Impact Forestry Specialist supports the Low-Impact Forestry (LIF) Program activities and its network. The ideal candidate is highly motivated with strong community rapport, knowledge of low-impact forestry, and ability to execute program priorities including educational events, outreach, and work in MOFGA's demonstration forest on campus as well as facilitating enrollment by the MOFGA community into relevant NRCS programs. This position is partially funded by a 3 year grant from NRCS, and will work closely with NRCS programs.

Supervisor: Community Education Director

Work Week: This is full time a year round position, averaging 40 hours of work per week. Additional hours will be needed on evenings and weekends for events, during peak seasons, and during the month of September in preparation for the Common Ground Country Fair. The person in this position can work remotely but will need to be on site (both at the MOFGA campus in Unity and at other event locations) for events, work related to MOFGA's forests, and other similar projects.

Position: The salary range for this position is \$43,000-\$48,000 annually, dependent upon experience. This position is Salaried and considered exempt under Federal Fair Labor Standards Act regulations.

Benefits: MOFGA offers an excellent benefits package including: low-cost medical, dental, vision, and supplemental insurance, employer paid life insurance. access to a 403B plan, ample paid time-off with 14 paid holidays, plus 2 week long full office closures, 4 weeks of accrued paid vacation after the first year with additional paid sick time and three personal days per year, paid parental leave, and paid Sabbatical after 7 years of service.

Required Abilities and Knowledge:

- Strong organizational skills and ability to prioritize workload to manage many projects simultaneously
- Capacity for quick, creative problem solving with flexibility and composure when unexpected challenges arise
- Skill for coordinating complex event and program logistics (often concurrently) involving diverse contributors, stakeholders and objectives
- Ability to work cooperatively and efficiently with staff, program participants, volunteers and the public through effective verbal and written communication, in-person and remotely
- Ability to bring projects to conclusion under deadline and within budget
- Fluency with computer systems and communication tools including word processing, databases, spreadsheets, online form building, website maintenance and social media.
- Capacity to take initiative and work independently and creatively when appropriate
- Understanding of MOFGA and the Low-Impact Forestry program's mission and vision
- Understanding of forestry, the commercial forest industry, and forest products
- Ability to think critically and creatively around forestry practices and their relationship to ecosystems and human communities
- Ability to work with and within state and federal programs
- Commitment to equity and social justice
- Alignment with MOFGA's mission and strategic plan



Responsibilities:

- Facilitate forestry related event planning and implementation including outreach, data collection, budgeting, and other similar event supports
- Steward and develop trusting relationships and partnerships with other organizations to support the LIF program, including outreach to potential new partners
- Communicate with MOFGA community regarding LIF activities and practices, including but not limited to:
 - Serve as primary contact for MOFGA membership with forestry concerns and questions
 - Manage content for LIF column in quarterly MOF&G
 - Write monthly Low Impact Forestry e-newsletter
 - Provide forestry related content as needed for social media and other communications
- Work with MOFGA staff members to secure funding for the LIF program including participating in grants, sponsorship opportunities, and other similar initiatives
- Assist in the planning of capital improvements, maintenance, and special projects on the MOFGA grounds relevant to LIF, including facilitation of work in MOFGA's forests
- Ensure that MOFGA's forests are used for educational purposes including what is outlined in MOFGA's forest management plan and other strategic initiatives
- Coordinate work within MOFGA's forests including working with partners and completing appropriate hands-on projects
- Provide outreach to forest stewards about the LIF program and opportunities to participate in NRCS programs
- Assist members of the MOFGA community with enrollment into relevant NRCS programs
- Work the Low Impact Forestry committee and other partners to advance programming
- Collaborate with volunteers and partners to organize the LIF area of the Fair including organizing speakers, presentations, and demonstrations
- Support the Common Ground Country Fair team with tasks including but not limited to: set-up, clean-up and roles as assigned during the fair weekend
- Carry out all of the responsibilities listed above in accordance with the mission statement, goals, and philosophy of the Maine Organic Farmers and Gardeners Association.
- Other duties as assigned

The Maine Organic Farmers and Gardeners Association is a broad-based community that educates about and advocates for organic agriculture, illuminating its interdependence with a healthy environment, local food production, and thriving communities. MOFGA is committed to creating an inclusive and sustainable workplace that reflects this mission. MOFGA is an equal opportunity employer and does not discriminate on the basis of race, ethnicity, age, religion, gender, marital status, sexual orientation, disability, veteran status, political orientation, or any other characteristic protected by federal, state, or local law.

To apply, please submit a cover letter and resume to Anna Libby, Community Education Director, at alibby@mofga.org. Application review will begin on October 17, 2023 but will remain open until this position is filled.

