The New Appalachian Farm and Research Center (NAFRC), a 501 © (3) non-profit organization is seeking two individuals to work in North Central West Virginia (Barbour, Preston, Randolph, Tucker, and Upshur) to strengthen and/or establish models for sourcing and procuring local foods. These will be part-time positions for at least a two-year period.

Duties and Responsibilities:

1. The primary responsibility of this position is to develop and maintain a working relationship with growers in the region. This will include on-going visits to farms to meet with each farmer interested in expanding their production.
2. Work directly with Growers to help with production planning, maintaining planting and harvesting schedules and to expand market opportunities.
3. Establish clear guidance for farmers about requirements related to market demand, including quality, quantity, packaging, grading, labeling and food safety controls.
4. Assist in troubleshooting production issues and coordinate delivery of technical and expert assistance based on individual and/or group needs.
5. Responsible for carrying out the program objectives and goals.
6. Participate in weekly conversations with project leaders to provide updates on progress and activities.
7. Maintain a strong understanding of demands of target customers (i.e. local schools, institutions, restaurants and area hospitals) and communicate those expectations to Growers.
8. Help to organize/manage the delivery and distribution of products to the markets.

Desired Qualifications and Experience:

1. Valid Driver’s License and car – must be able to travel throughout North Central West Virginia
2. Education or experience in agriculture or agriculture promotion
3. Ability to lift and move 50lbs.
4. Exceptional interpersonal, relationship building, written and verbal communication skills

How to Apply:

Interested applicants must submit a letter of intent by April 30th to either Bekki Leigh at bleigh@k12.wv.us or to New Appalachian Farm and Research Center P.O. Box 43 Rock Cave, WV 26234. The letter of intent must include the following information:

- Applicant’s Contact Information
- Applicant’s qualifications and/or education as they relate to the job duties and responsibilities listed above.