Land Access Coordinator Job Description

Our mission: *Cultivating farmer-led and community-rooted agriculture and food systems to actualize the rights of under-resourced peoples.*

Providence Farm Collective (PFC) is a non-profit organization established in 2019 with a vision of empowering just and equitable access to food and farmland! PFC provides under-resourced communities and individuals in Western New York with land to farm; business and farming education; affordable fresh produce; a place to share cultural farming traditions and the social, emotional and health benefits of nature. For more information visit ProvidenceFarmCollective.org.

Job Description:

Reporting to the Farm Director, the full-time, year-round in-person Land Access Coordinator plays a key role in advancing PFC's mission to support farmers in accessing and launching on farmland. This is a new position within the organization and emerged from a land access strategic planning process. It is an integral position to PFC's shift from an existing 3-year incubator model to a 5-year incubator program with a pre-requirement of successful completion of a 1-year practicum.

This position provides direct technical assistance, educational support, and relationship-building with farmers, while also contributing to broader strategic initiatives around innovative land access models. The coordinator will also provide hands-on support and educational opportunities for practicum students and incubator farmers.

Position Responsibilities:

Farmland Access Support

- Provide direct one-on-one technical support to farmers navigating farmland access pathways
- Assist farmers in creative funding strategies for farm launches, including grant writing, financing options, and community-based support models
- Collaborate with PFC's team and broader network to offer holistic support for viable business operations and financial planning
- Develop, refine, and compile land access educational curriculum and resources such as lesson plans, resource guides, tiered educational framework
- Collaborate with the farm education team to design and deliver farmer training programs
- Meet regularly with farmers to help them complete program steps and milestones, providing consistent technical assistance and accountability

- Build and maintain a regional network of support partners, including financial institutions, realtors, accountants, lawyers, and other service providers

- Cultivate strong relationships with farmers and guide them along their land access journeys

- Contribute to developing PFC's vision and framework for post-launch farmer support, including long-term mentorship and follow-up planning and execution.

Strategic & Program Development

- Research and develop ideas for innovative land access models that expand pathways for new and beginning farmers

- Explore potential new sites, pilot programs, and partnerships to test land access models

- Participate in network building and capacity building opportunities such as conducting interviews with organizations that have implemented innovative approaches and summarizing insights and key learnings

- Compile and maintain a database/spreadsheet of organizations and models, including contact information, locations, and summaries of their work

Grant Tracking and Reporting

- Maintain appropriate records for any active land access grants, primarily technical assistance and educational records

- Grant reporting for land access specific grants

Farmer Mentorship and Education

- Support educational activities on PFC's ½-acre demonstration plot

- Provide hands-on learning opportunities for Incubator Farmers

- Develop personal and organizational farm skills to strengthen capacity for advising farmers effectively

- Other duties as assigned, including assisting farm crew with planting, cultivation, harvesting and washing produce

Requirements/Qualifications:

- Passion for Providence Farm Collective's mission

- Experience in farming, agricultural education, or land access initiatives

- Strong understanding of farm business planning, land tenure options, and farmland access challenges

- Excellent relationship-building, communication, and facilitation skills
- Ability to manage multiple projects and maintain detailed records
- Bachelor's degree

Preferred:

- Experience in grant writing and reporting
- Familiarity with land trust models, easements, or cooperative ownership structures
- Background in curriculum development or adult education

Compensation:

Salary non-exempt position: $58,000.00 to $62,000.00, commensurate with work experience; benefits, including paid time off, 401K (without a match), and a menu of health, vision, and dental plans.

Term and Hours:

40 hours per week, primarily Monday through Friday, with some flexibility to work evenings and weekends as needed to meet farmers' scheduling needs.

Application and Interview:

To apply please send a resume and cover letter to nicole@providencefarmcollective.org. Three professional references may be requested post interview.

The expected start date for this position is January 2027.

Providence Farm Collective is committed to fostering a diverse and inclusive community; we consider applicants for employment without regard to, and do not discriminate based on, gender, sex, sexual orientation, gender identity, national origin, age, race, protected veteran status, disability, or any other legally protected status.