

Request for Proposals - Farm to College Project Manager

Announcement Date - January 31, 2013

Overview

The Farm to Institution New England (FINE) collaboration is seeking a part-time project manager to lead a Farm to College project in Maine, New Hampshire, Vermont and greater Boston. The project manager may be an independent consultant or staff to an existing organization. The project duration is 15 months, with possible expansion.

About FINE

Farm to Institution New England (FINE) is a six-state collaboration working to strengthen our regional food system by increasing the demand and use of New England food by New England institutions such as schools, hospitals, colleges, government agencies and corporations. FINE has strong roots in the National Farm to School Network and we are actively forging connections with many other organizations, agencies, businesses and funders with similar goals. FINE partners are conducting research, running pilot projects and convening learning communities related to critical elements of the regional food supply chain, including production, processing, distribution and food service.

Farm to College project summary

The FINE Farm to College Project, funded by Jane's Trust, will facilitate increased purchases of locally and regionally grown food by institutions of higher education in Maine, New Hampshire, Vermont and greater Boston. The project will be staffed by a project manager and state leads in each of the four states, who will implement a cohesive set of strategies designed to leverage change. These strategies include:

- 1** Collect and analyze data on college food service operations in the four states
- 2** Provide technical assistance to up to 12 colleges
- 3** Convene stakeholders from the college food service operations as well as producers, distributors and other players in the food supply chain to understand and overcome barriers to increased local food procurement
- 4** Build broader campus partnerships around local food issues by supporting campus committees and organizations addressing local food and sustainability initiatives
- 5** Establish learning communities to promote cross-state communication
- 6** Produce and disseminate materials related to project findings that will support efforts in other colleges and regions
- 7** Evaluate project efforts to determine most effective strategies for ongoing implementation

Project Manager Responsibilities

- Responsible for ensuring completion of all project components (listed above)
- Support and coordinate state leads regarding project tasks
- Manage project budget
- Report regularly to the FINE Coordinator on project progress
- Provide written report at the completion of the project

Essential Skills and Experience

- Experience managing complex, multi-stakeholder projects
- Excellent verbal, written and interpersonal communication skills
- Knowledge of local and regional food systems, farming, and/or food service operations
- 5-10 years of experience in related fields
- Bachelor's degree or equivalent

To Apply

Send cover letter, three references and resume to: Peter Allison at peter@farmtoinstitution.org by February 15, 2013.

Inquiries welcome at peter@farmtoinstitution.org