



**NORTH COAST SOIL HUB  
REGIONAL COORDINATOR  
POSITION DESCRIPTION**

Employer: Marin Resource Conservation District  
Work Location: Remote office, preferably based out of Bay Area; with field work in Napa, Marin, Lake, Mendocino, and Sonoma Counties  
Position: Full Time, 40 hours per week, Non-Exempt, Full Benefits

**Position Summary**

The North Coast Soil Hub is seeking a full-time Regional Coordinator to accelerate producer adoption of carbon farming practices, assist with climate-friendly plan development, and serve as an educational resource to a range of stakeholders. The Regional Coordinator will engage in cutting-edge projects, research, and education with the goal of creating a Carbon Farming Network that improves the quality and effectiveness of carbon farm planning and implementation activities in the region.

**Who We Are**

Conservation professionals in California's North Coast region have been leaders in providing farmers and ranchers with technical and financial assistance to advance the implementation of carbon-beneficial agricultural practices. Founded in 2015, the North Coast Soil Hub has grown to be a collaboration between the Gold Ridge, Lake, Mendocino, Napa, Sonoma and Marin Resource Conservation Districts (RCDs); and partners including the Carbon Cycle Institute (CCI), UC Cooperative Extension (UCCE), USDA NRCS, agricultural associations, universities, and others.

The goal of the North Coast Soil Hub is to provide agricultural producers in the region with access to local services, research, and funding opportunities related to soil health. To date, the North Coast Soil Hub's efforts have included: hosting farmer-to-farmer workshops, digital outreach, developing long-term experimental demonstrations, writing carbon farm plans, conducting soil health assessments on commercial vineyards, and developing a regionally specific soil health index and database. In its next phase, the Soil Hub will develop the proposed North Coast Carbon Farming Network as one of its new core functions. As part of this development, the Soil Hub will expand into Marin and Lake Counties by adding the respective RCDs to the collaboration. In conjunction, the Soil Hub will expand its focus beyond vineyards to include the variety of production that occurs in the North Coast, including range, dairy, vegetable farms, nut and fruit orchards. The Soil Hub's main goal will be to leverage its existing collaborative structure to create a Carbon Farming Network that improves the quality and effectiveness of carbon farm planning and implementation activities in the region.



### **Position Description**

The Regional Coordinator will play a vital role in the achievement of the North Coast Soil Hub's goals for accelerating producer adoption of carbon farming practices, assisting with climate-friendly plan development, and serving as an educational resource to a range of stakeholders. To effectively understand and communicate the needs and values of the Soil Hub, it is important that the Regional Coordinator has an agricultural science background, with a specific understanding of soil science and the economic and social influencers of agriculture. Beyond this knowledge base, the Regional Coordinator must be an effective communicator with a range of audiences, including producers, policy makers, potential funders, and the various technical advisors who will be key to a thriving Hub.

The Regional Coordinator will serve three general roles, all of which support increasing the North Coast Soil Hub's capacity:

1. *North Coast Soil Hub Coordination* – The Regional Coordinator will serve as the main organizer for the Soil Hub, facilitating regular meetings of Hub representatives. This individual will check in with local partners routinely and coordinate local and regional meetings to determine the specific needs of producers and technical assistance providers in the region. The Regional Coordinator will need to reach out to potential partners to expand and improve the capacity of the Soil Hub through fundraising opportunities. Additionally, the Regional Coordinator will work to connect technical assistance providers with those in need of assistance.
2. *Outreach and Technical Support* – There is a need to increase the technical capacity of the Soil Hub. This Coordinator will help facilitate a mentorship program in which Soil Hub partners can learn from each other and share resources, including staff, to support the mission of the Soil Hub. Other technical support will include organizing workshops and/or training courses for technical assistance providers in deficient areas. For the Soil Hub, outreach and education materials will need to be developed and standardized. The Coordinator will organize and support education and outreach activities for the farmers, ranchers, landowners, and other community members, including workshops, field days, and webinars. This individual will also manage the Soil Hub website, social media accounts, and send out a regular newsletter.
3. *Awareness* – The Coordinator will be in a unique position to educate farmers, ranchers, and the general public about the regional Soil Hub. This will be critical in multiple ways. First, the Coordinator will help build awareness of the work and needs of the Soil Hub with RCD Boards of Directors. This could include attending Board meetings, developing reports for the Boards, and hosting field days that help showcase the work of the Soil Hub. Second, greater awareness of the importance of agricultural lands in combating climate change is needed. On local and regional levels, the Coordinator will help bring awareness of the needs of



farmers and ranchers and provide input on local Climate Action Plans. This could also occur on a state level, in collaboration with other Coordinators. Third, the Coordinator will work with CARCD and other statewide partners to inform funding needs for the RCDs and regional Soil Hubs. This is particularly important to promote the need for organizational, planning, and training funding, as well as dedicated general support/capacity funding for the RCDs. Funding is also needed for conservation practice implementation.

### **Major Duties**

- Enhance partnerships and build a coalition that supports carbon farming initiatives by streamlining communication and collaboration between member RCDs as well as partners such as CCI, UCCE, USDA NRCS, agricultural associations, universities, and other partners. Lead the Steering Committee in developing a strategic plan for the Soil Hub's next 3-5 years and an annual plan.
- Increase partner numbers, diversity, and involvement, and engage the public with a newsletter, website ([soilhub.org](http://soilhub.org)), and social media. Develop a coordinated communications strategy, including consistent language and branding, and outreach material templates to reach over 75 producers.
- Develop a fundraising plan to capture all potential funding sources that could support this program/position in the future. Support all RCDs by finding funding for technical assistance, plan development, design, and implementation.
- Build communication platforms (e.g., Google Docs or other sharing platforms) to organize and store information regarding relevant initiatives. Facilitate quarterly regional planning meetings with Hub representatives to discuss needs, funding opportunities, and ways to increase local and regional support for climate-friendly agriculture.
- Further understanding of carbon farm planning among producers, technical assistance providers and planners. Hold at least one regional training for RCD and NRCS staff and one training for producers on carbon farm planning, implementation and funding options.
- Develop a carbon farm peer-review and/or certification process to be adopted at a regional level.
- Standardize a carbon farm plan template for each agricultural system to be used regionally.
- Assist RCD partners with the development of 5 Conservation Carbon Farm Plans and 10 contracts with RCD staff to implement 25 carbon farming practices. Carbon Farm Plans are conservation plans that use on-farm carbon and carbon capture as the organizing principle.



See <https://www.carboncycle.org/carbon-farming/draft-carbon-farm-plan/> for more information.

- Attend relevant local, regional, and statewide government meetings (Board of Supervisors, Strategic Planning, policy/advocacy meetings with regional partners like CARCD and policymakers, etc.); industry meetings (grower/commodity/agricultural associations, etc.); and conferences, events, etc. to advocate for the work of the Soil Hub and secure funding.
- Meet with local government representatives involved in Climate Action Planning (CAP) to explain Hub activities and linkages to CAPs. Regional Hub Coordinator will work with CCI to ensure local and regional officials are connected to science and examples that they need to create plans and policies related to Hub activities.

### **Qualifications**

This position requires the following skills. If you do not meet the job requirements listed, please tell us why you might be a good fit anyway:

1. B.S., B.A., M.S. degree in Soil Science, Biological, Natural or Applied Sciences (e.g. Watershed Management) or equivalent education and experience. Knowledge of soil science, agriculture, rangeland management, weed management, GIS.
2. Five years' experience working in the natural resources conservation field with an emphasis on conservation planning, soil science and ArcGIS.
3. Excellent English written and verbal communication skills. Proficiency or fluency in Spanish, is a plus.
4. Demonstrated verbal and written communication skills to communicate with private landowners, private contractors, government agencies, general public, and partner resource professionals; team-player. References required.
5. Proficient use of Microsoft Excel, PowerPoint, Word, Google Suite, teleconferencing.
6. Proficient in analyzing, interpreting, and synthesizing a variety of geographic data, including aerial photography, topographic maps, and GIS products.
7. Experience and knowledge in technical writing. Provide writing sample upon request.
8. Ability to identify regional plant species, including trees, shrubs, forbs, and grasses to species, is preferred.
9. Passion for working in, and supporting, local agriculture.
10. Valid California driver's license, automobile insurance. Must be willing to travel regionally within the Bay Area and Sacramento Valley region.
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### **Salary and Benefits**

Salary: \$79,040 per year, eligible for annual 3% raises. First year funding is secured with an opportunity to extend position through fundraising.



State of California Workers' Compensation Insurance, Social Security, 401K Retirement Package with employer match. This position receives all Marin County holidays. The District provides paid vacation, sick leave and medical benefits (health, dental and vision).

**Application Information**

Please submit a cover letter and resume to Nancy Scolari at [nancy@marinrcd.org](mailto:nancy@marinrcd.org) with "North Coast Soil Hub Regional Coordinator" in the subject line. This position will remain open until filled. To be considered with the first round of applications, please submit materials no later than 5:00 PM Pacific Standard Time on January 21, 2021. Qualified applicants may be asked to submit additional information during the interview process.

*The Marin RCD is an equal opportunity employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status.*