



Policy and Organizing Director (Part-Time), Sacramento Food Policy Council

About SFPC

The Sacramento Food Policy Council (SFPC) was formed in 2015 to propel collective action throughout Sacramento County, coalescing efforts to build an equitable food system through community organizing and policy advocacy.

Role Description

The Policy and Organizing Director will represent SFPC at events, forums, relevant coalitions, and in governmental spaces. The position will work with the Steering Committee to reestablish local food system campaigns, promote the county-wide Food System Assessment and upcoming Food Action Plan in partnership with the County of Sacramento, advocate for just food policy at the city and county level, and regularly convene key partners. The ideal candidate will be fluent in urban and rural food systems, with a drive to and experience in advocating for just and equitable policy. Candidates need to be local to Sacramento County and familiar with local food justice and community-based efforts and/or organizations.

Candidates need to have the ability to attend virtual meetings and attend in-person city and county meetings. Funding for this position is available through the end of 2024, with the possibility to extend or grow based on additional funds. The Policy and Organizing Director will report to the Steering Committee.

Scope of Work/Activities/Roles

SFPC has an array of professional activity needs and is open to an iterative scope of work, dependent on the candidate's specialties, availability, and interest. The following list comprises all activities for which SFPC is seeking support, but candidates are not expected to address all of these needs:

- Maintain and establish relationships with the County Board of Supervisors, City Councils, Sacramento region state legislators, local governments, and relevant staff
- Coordinate with the steering committee, Food Policy Council members, and the community to facilitate one or two equitable food systems campaign(s) and advocacy strategy
- Organize and advocate to advance development of the Sacramento County Food Action Plan
- Maintain SFPC membership and leadership in the California Food Policy Council, and participation in the California Food and Farming Network
- Establish regular community communications
- Coordinate regular convenings of key partners and steering council members
- Facilitate ongoing learning on racial justice & equity in the non-profit food system community
- Facilitate and support ongoing programming of the International Garden of Many Colors
- Provide facilitation and logistical support to the SFPC Steering Council

Qualifications

- 3-7 years of experience in political advocacy and/or community organizing, or skill set to match
- Excellent verbal and written communications
- Ability to build trust-based working relationships
- Ability to work at home and travel within Sacramento County to in-person meetings
- Understanding of California food and farming system issues

Preferred Qualifications

- Ability to speak and write in a language other than English (Hmong, Spanish, Tagalog, Punjabi, Mien, Russian, Ukrainian, etc.)
- Experience and/or training in Justice, Equity, Inclusion, and Diversity principles
- Lived experience working within the food system, i.e. farming, food service, processing, advocacy, etc.

Position Details

Salary is \$45,000 plus full benefits (.625 FTE / 25 hours week)

- Benefits are detailed on the following page. Individual health insurance premiums are covered at 100% (75% for dependents). Time off (vacation, sick and personal days) accrue at a prorated rate of 0.625.
- Potential of 'fee for service' funding for the expansion of work on the Food Action Plan **may** increase this position to full time (40 hours/week).
- Position is supported by funding through December 31, 2024.

Please submit your resume and a cover letter to SFPC Vice President Adrian Rehn at adrianrehn@hotmail.com before 11:59 PM on April 21st, 2023. In the cover letter, please outline your interest in the role, which of the responsibilities above that you have the skillset and interest in working on, and what you believe you can bring to the position.

SFPC is a fiscally-sponsored project of Pesticide Action Network North America (PANNA). PANNA embraces diversity and is actively committed to increasing diversity among our staff, board and volunteers. We are seeking individuals from a wide variety of ethnic, racial and social backgrounds for this position. We strongly encourage people of color, people with roots in other countries, and those from communities directly impacted by pesticides to apply. PAN does not discriminate against applicants or employees for reasons of race, color, disability, religion or creed, national origin or ancestry, gender, gender identity, sexual orientation, marital status, prior convictions, incarceration or age.

Summary of current PAN compensation effective August 2022

Salaries and Wages – PAN sets salaries using a schedule of bands and steps for each staff position, adjusted annually (budget permitting). Individual rates within bands increase on the anniversary of hire or appointment to a new position from the base of the range through eight steps. Changes in responsibility may place staff in new bands.

Work Week (WW) – PAN's Full-time schedule is 36-hours per week. Fiscally sponsored employees are on a 40-hours per week schedule.

ANNUAL LEAVE - All leave time is prorated for staff working less than a full-time work week.

Vacation – Vacation for 36 hours or 40 hours per week is accrued according to the following schedule:

1st year of employment: 15 days year (9 hours per month/36-hour WW) (10 hours per month/40-hour WW)

2nd and 3rd years: 20 days per year (12 hours per month/36-hour WW) (13.33 hours per month/40-hour WW)

4th year and on: 25 days per year (15 hours per month/36-hour WW) (16.67 hours per month/40-hour WW)

Accrual is capped at 1.25 times the annual rate. The maximum that can be accrued is 31.25 days (225 hours).

Holidays – PAN observes eight holidays annually plus Christmas Eve through New Year's Day, for a total of fifteen days each year. In addition, staff receive two days of personal leave each year to observe their birthdays or another recognized holiday of their choice. Unused personal leave is not paid out upon leaving PAN.

Sick Leave – Sick leave is accrued at a rate of 9 days per year. Unused sick leave is not paid out upon leaving PAN.

Sabbatical (Tenure) Leave – Staff are eligible for sabbatical leave after completing five (5) years of employment. Four weeks of leave are offered in the 6th year of employment and every three years after (9th year, 12th year, etc.). The leave must be taken within the year it is offered unless the ED approves an extension into the following year; if not taken, it is forfeited. Unused sabbatical leave is not paid out upon leaving PAN.

Health Insurance

PAN pays 100% of premiums for staff working at least 20 hours a week plus 75% for spouses/dependents for the benchmarked health plans listed below. Other plans are available; if an employee chooses one of them, PAN's contribution will be capped at the total of the benchmark premium plus the HSA contribution noted below. Employees working less than 20 hours per week are not eligible for health insurance.

Within Kaiser area (CA only) – Kaiser \$0/\$2000 High Deductible Health Savings Account (HSA) Plan

In addition to the premium coverage listed above, PAN currently contributes \$1,440 to individual HSAs or \$2,520 for a couple or family; employees may make additional pre-tax HSA contributions up to the legal limit.

Outside of Kaiser area (CA and other states) - Blue Shield Gold Full PPO

Vision Service Plan (VSP) – VSP covers annual check-ups at registered providers and substantial discounts on corrective glasses/lenses.

Delta Dental Gold – Services at the largest dentist network in the country. A Platinum plan is also available and the employee pays the difference in premium.

Domestic partner coverage – Available with same co-payments as spouses. Domestic partnerships must be certified with submission of an Affidavit of Domestic Partnership, and shall be bound by the rules of PAN's insurance carriers, including termination of coverage upon change in status of the partnership. Federal law requires that the premium costs be reported as taxable income to the employee.

Additional Insurance & Health-related Benefits

Flexible Spending Accounts – Deductible pre-tax under federal rules; for child care costs and health expenses not covered by insurance.

Term Life, Disability and Accidental Death & Dismemberment Insurance – PAN's coverage limit is the employee's annual salary or \$50K, whichever is lower; employees can elect additional coverage at their expense, and can convert coverage to a personal policy upon departing from PAN.

Other Benefits

Financial Wellness – Free, confidential counseling (by phone or in-person) and referral program for personal, family, work, financial, dependency or other issues. Includes assistance with unplanned expenses, webinar financial education, etc.

Wellness support – PAN pays half the cost of staffmemberships at gyms or the equivalent, to a maximum of \$34 per month (amount subject to change annually). This benefit is taxable income to the employee.

Retirement Benefits – Tax-sheltered IRS 403(b) retirement savings plan with optional pre- and post-tax payroll deductions. As the budget permits, PAN makes scheduled employer contributions after eligibility requirements are met. For employer contributions, no employee match is required and the contributions are fully vested when made.