Food and Environment Outreach Coordinator  
Food and Environment Program  
Washington, DC Office

The Union of Concerned Scientists uses the power of knowledge to demonstrate the true costs of the current food and agriculture system and show how to achieve a healthier, more sustainable and science-based system. We’re seeking an experienced individual to work with a top-notch, multi-disciplinary team to develop and implement issue campaign plans; cultivate relationships with key allies; recruit and mobilize experts, members, and activists; use web-based organizing tools for creative on-line and off-line action; and engage in cross-programmatic, organization-building outreach efforts. Come join our team!

The Position
Conceives, plans, and implements outreach activities aimed at transforming our agricultural system into a more sustainable and equitable enterprise. On behalf of an 11-person team and under the supervision of the Campaign Manager, the Senior Outreach Coordinator carries out online activism, builds relationships with key constituencies, leads visibility efforts at professional society meetings, and coordinates with allied organizations.

Responsibilities
• Conceive, plan, and implement outreach tactics for primary campaign and major projects, ensuring that the program’s outcomes are attained.
• Conduct strategic outreach and high-level engagement of food and agricultural experts, business leaders, representatives of the Latino/Hispanic and African American communities, community leaders, civic leaders, and other key constituency groups and experts.
• Lead Food and Environment program efforts in recruiting and engaging relevant experts from diverse backgrounds to be active members of the UCS Science Network.
• Represent UCS at public events, conferences, and to members. Plan events, including convenings, conference presence, UCS receptions, webinars, and briefings for target constituencies and decision makers. Ensure events align with campaign and programmatic goals and outcomes.
• Develop and execute targeted in-district/state outreach activities, including
setting meetings with decision-makers and constituents; organizing events; generating letters, calls, and/or social media campaigns directed at decision-makers; and working with UCS communications staff to generate earned media.

- Engage and cultivate partners and allies in target states, such as Latino/Hispanic and African American community leaders, city and local officials, and other decision makers.
- Cultivate, recruit, and train individuals to participate in Washington-based events, including briefings, lobby days, and press events.
- Work with UCS Senior Washington Representative to develop outreach approaches and materials tailored to specific legislative targets.
- Develop online strategies and tactics to cultivate citizen and expert support for campaign goals, and generate communications to congressional, executive branch, and corporate targets.
- Work with UCS communications staff to convey official UCS social media and online communications policies to F&E staff. Coordinate outreach activities and needs with UCS development, communications, and administrative staff.
- Track metrics to measure success of online communications efforts, including action alerts and social media. Regularly monitor developments in organizing and on-line activism and assess their viability for UCS outreach efforts.
- Maintain and update working knowledge of food and agriculture science and policy issues and the development of the food movement in the US. Understand and stay current on the equity dimensions of UCS food and agriculture issues.
- Participate in planning and strategy sessions to achieve UCS's Food and Environment campaign goals. Contribute to overall effective functioning of the Food and Environment Program and UCS.
- Perform other related functions as directed.

Qualifications and experience
Position requires a bachelor’s degree or equivalent and five to seven years of relevant experience in comparable outreach or advocacy positions. Must have experience with campaign planning and strategy development, and demonstrated competency in outreach/organizing on the regional and/or national level, legislative and media strategies, and program planning, coordination and implementation. Background in food and agriculture issues is helpful, but an understanding of basic scientific principles and ability to quickly digest and translate scientific content for lay audiences is required.
Experience with organizing in and with marginalized communities, and an understanding of food equity and justice issues and workforce issues related to the food system is strongly preferred. A solid understanding of tools key to effective organizing such as social media, database software, online organizing platforms, and Microsoft Office is required.

Position also requires demonstrated capability to manage multiple projects for extended periods of time and to be flexible to respond to fast-changing campaign needs; ability to communicate effectively with marginalized constituencies and organization coalition partners and professionals who may be expert and/or prominent in their fields; strong writing, interpersonal, and organizational skills; and demonstrable experience working in project teams or on cross-departmental projects. Ability to work independently and collaborate as a member of a multidisciplinary team is necessary is essential.

Physical Requirements: May spend extended periods at computer terminal. Little or no exertion; very occasional moving of heavy boxes.

Travel: Some overnight travel is required. Driver’s license required. Travel equals roughly 10-12% of time.

At UCS, comparable training and/or experience can be substituted for degrees when appropriate.

UCS is an equal opportunity employer continually seeking to diversify its staff particularly to broaden opportunities for individuals from demographic groups that are historically underrepresented in the sciences and in environmental advocacy.

Compensation, Hours and Location: This is a full-time position based in UCS’s Washington, DC office. For candidates who meet all position requirements, the salary would be in the high $50s. UCS offers excellent benefits and a rewarding work environment.

To Apply: Please submit a cover letter, resume, writing sample, salary requirements, and how you learned about the position via email to jobs@ucsusa.org and include “F&E Outreach Coordinator” in the subject line. Email materials in Word or PDF format only. No phone calls please. Deadline: August 16, 2015 or until filled.