



COMPANY DESCRIPTION

Food Works Group (FWG) is a woman-owned, DC-based food systems consultancy that helps regional food organizations and businesses be more impactful and sustainable. We are a small but mighty and growing team. We work with a broad range of clients, from individual farms to food system networks and from small nonprofits to large public-private partnerships. FWG focuses on systems-level and infrastructure issues, and we advise clients on business planning and development, as well as project feasibility, need, best practices, and evaluation. For descriptions of FWG's recent projects, please check out our website.

We are a dynamic team that values each individual's skills, interests, and needs. Our dream teammate is kind, passionate about food (whether eating, growing, cooking, moving, processing, or selling it), brilliant (in their areas of strength), and committed to doing good work.

JOB DESCRIPTION

WHO WE ARE

FWG's work runs the gamut from research-heavy to more implementation-focused. Much of our recent work has focused on food security and access as a result of the COVID-19 pandemic, but we also do work related to economic and workforce development through food and farming enterprises, regenerative agriculture, food system infrastructure, food hubs, and network creation. We love to think outside the box, address root causes, and foster change that will lead to a more just, sustainable, resilient, healthful, and delicious food system.

WHO YOU ARE

We are looking for an associate to plug into our existing and upcoming projects. If you like work that rarely looks the same from one day to the next, that requires creative thinking and adaptability, and that balances ownership and independence with a supportive team, this role could be for you. If you are looking for predictability and ready-made, plug-and-play frameworks and toolkits, this role is not for you. There is no hard and fast list, but here are some of our desired qualifications:

- Excellent research, analysis, and/or writing skills
- Organized and thorough - things rarely fall through the cracks
- Meet client deadlines 100% of the time (with grace for the realities of life)
- Warm, kind, positive, and collaborative approach





- Curious about and committed to the work
- Knowledge/expertise in food systems and/or associated fields (environment, public health, water, agriculture, program evaluation, public policy, etc) - desired but not required

WHAT YOU'LL DO

The day-to-day work can involve activities like stakeholder interviews, online research, data gathering and analysis, work plan management, and client meetings. Our projects often result in deliverables or outputs like feasibility studies, landscape analyses, business plans, or project implementation toolkits. You can expect to do much of your work independently, with FWG's team/management always readily available for input, collaborative work, and feedback.

PHYSICAL & OTHER REQUIREMENTS

Location/Schedule: This role is entirely remote, with a very flexible schedule (though you will need to be able to accommodate some meetings with the FWG team and with clients). There could be occasional travel for on-site client work and retreats. We respect your comfort level with travel in the current COVID climate and will accommodate your needs.

POSITION DETAILS

Commitment:

- We are looking for a long-term commitment, but you must be able to commit for the duration of any active project you sign on for, at a minimum.
- You cannot be engaged with another firm concurrently or independently consulting in our subject areas during your time with FWG.
- A one-year non-compete agreement with current FWG clients is required.

EQUAL OPPORTUNITY EMPLOYMENT

Food Works Group is an equal opportunity employer. We are committed to diversity and building an equitable and inclusive workplace for people of all backgrounds and experiences. We encourage members of traditionally underrepresented groups to apply, including people of color, LGBTQ+ people, veterans, and people with disabilities. All employees are required to be vaccinated against COVID-19, unless there is a legally authorized exemption.



COMPENSATION

- Hourly 1099 contract position, long term. Part time to start, some flexibility with the number of hours per week.
- Hourly pay calculated based on annual full time salary. Starting at \$60,000, possibility to be substantially higher depending on experience

APPLICATION INSTRUCTIONS

Please send your resume, personalized cover letter including why you are excited about this work, and a work sample/writing sample to careers@foodworksgroup.com.