



FARMERS MARKET COALITION

PO Box 6497 | Albany, CA 94706 | (888) FMC-8177 | info@farmersmarketcoalition.org

ORGANIZATION BACKGROUND

The Farmers Market Coalition (FMC) is a 501(c)(3) organization dedicated to strengthening farmers markets nationally through education, networking, and advocacy. FMC is governed by a Board of Directors representing member markets, producers, state associations, and other farmers market organizations throughout the U.S.

POSITION SUMMARY

FMC is seeking a grant writing and development professional on a contract basis who will coordinate with FMC staff to build FMC's fiscal sustainability, primarily through foundation grant proposal submissions. The contractor should have experience writing private foundation grant proposals and a proven track record. Experience with corporate sponsorships, and federal grants a plus.

Scope of Work Overview

The consultant will primarily draft proposals for private foundation grant opportunities in collaboration with FMC staff and under the broad direction of the Executive Director.

- Complete and submit a minimum of 5 mid-large proposals and supporting documents for private foundation and corporate funding opportunities identified in collaboration with FMC development staff.
 - Coordinate with FMC management on appropriate language, deliverables, and priority areas.
- Research and identify opportunities for funding especially within the areas of **general operations, communications, advocacy, and staff development**.

Qualifications

Candidates should have a successful track record in foundation grant procurement and relationship development, excellent written communication skills, knowledge of the food and agricultural systems, and the ability to work successfully both independently and as part of a small team. The candidate must be highly organized and able to work effectively under pressure, use independent judgement, and produce a quality product within time constraints. Candidates should be able to demonstrate a proven track record of submitting applications, securing funding opportunities, as well as comprehensive knowledge of researching potential opportunities.

Budget: Total contract is not to exceed \$20,000 through May 2021, with the opportunity for extension on a yearly basis.

To apply, submit a resume, cover letter including fee structure, and a writing sample (anonymized grant proposal preferred) to info@farmersmarketcoalition.org with Subject Line "Grant Writing and Development Contractor". Applications will be reviewed on a rolling basis.