



## Director of Farm Business Advising

### ABOUT FOODSHED CAPITAL

Foodshed Capital is a 501(c)(3) nonprofit Community Development Financial Institution (CDFI) founded in 2018. Our mission is to build more equitable, more regenerative food systems through affordable, flexible capital and customized business support. Foodshed Capital (“FoodCap”) is disrupting existing financial models that prevent under-resourced borrowers from accessing capital and is sharing the immense risk inherent to producing and distributing food in a changing climate. We prioritize racial equity and regenerative principles in all areas of our work, with the majority of our funding and business support services going to operations owned or led by Black, Indigenous, or people of color. We believe passionately that building knowledge and power among under-represented groups is vital to building sustainable, resilient food systems.

### FoodCap provides two core services:

- 1) Flexible, low-cost financing for regenerative producers; and
- 2) Business support and partnership to support long-term business success.

We also participate in various innovative projects and financing partnerships to increase land security for farmers of color.

We are a primarily remote team with an office in Richmond, VA and a workspace in Charlottesville, VA. We manage a portfolio of 100+ borrowers, including regenerative vegetable, livestock, and flower farmers; local food purveyors and distributors; beekeepers; grain millers; and community organizations focused on regenerative food access. We have worked up and down the East Coast from Georgia to Vermont, with our footprint expanding all the time. Learn more at <https://www.foodcap.org/careers>.

### POSITION SUMMARY

Foodshed Capital is hiring a senior-level bookkeeping and accounting expert to round out our business support services and provide direct business advising to small-scale farmers and food entrepreneurs, with a primary focus on business owners identifying as Black, Indigenous, minority, immigrant, or people of color. This individual will be critical to ensuring our organization possesses the expertise, perspective, and lived experience needed to best support and build trust among historically underserved business owners.

As a CDFI, Foodshed Capital has placed lending at the forefront of our work. After five years in operation and extensive analysis of our borrower portfolio, we know that deeper business

support on the front end of the partnership is key to building the capacity for informed business management, right-sized financing, and successful loan repayment.

Through recently secured grant funding, FoodCap is expanding its business support services to reach a wider audience with more comprehensive and more individualized support, with a focus on small-scale, beginning, and established BIPOC regenerative farmers. Many of the farmers we work with are experienced food producers, but when they work with us on business development, they are often doing so for the first time. We adapt the timeline of our services to the workflows of busy farmers and work hard to reduce overwhelm, translate financial terminology into terms anyone can understand, and empower farm owners to make strategic decisions for the future of their businesses.

Our business support services fall into four categories:

- 1) 1:1 Customized Support:** Building up financial literacy, bookkeeping and accounting, and business planning skills for individual farmers;
- 2) Public Financial Literacy Workshops:** Free, public-facing, virtual programming around bookkeeping/accounting and topics that support overall business success;
- 3) Lending Readiness Program:** (In development) A designated program of individual support specifically focused on funding opportunities, debt preparedness, and successfully completing loan applications;
- 4) Online Resource Library:** (In development) A database of free financial literacy materials and other resources available on our website in English and Spanish.

## **KEY RESPONSIBILITIES**

- Collaborate regularly with the lending team to develop financials and assess loan readiness of farmers entering our pipeline; determine specific needs, and develop individual business support plans
- Directly advise farm business owners with needs related to QuickBooks, bookkeeping, accounting, preparing for tax season, cash flow analysis and financial projections, etc.
- Collaborate regularly with the Lending Coordinator and/or external partners to execute individual business support plans
- Collaborate with the Lending Associate to accurately track hours spent and types of business support provided, as well as progress, barriers, and recommended next steps
- Serve as a key touchpoint for underserved BIPOC farmers within our organization
- Where possible, conduct outreach to farmers and peer organizations through site/farm visits to increase awareness of business support services and programming
- Collaborate with the Director of Strategy & Communications to provide information for storytelling and organizational reporting.

## **QUALIFICATIONS**

- Strong bookkeeping experience and familiarity with the financial circumstances of small and/or new businesses; experience working with or previously owning a small farm a plus

- Substantial experience working directly with people from diverse racial, ethnic, and socioeconomic backgrounds, and/or the lived experience to build trusted partnerships
- Bachelor's degree or equivalent experience in a relevant field, such as business, accounting, finance, or similar
- Three to five years of professional experience in a leadership-level role preferred, or a demonstrated ability to assume a leadership role
- Strong verbal and interpersonal communication skills and ability to adapt communication style to diverse audiences
- Logistically adept and capable of coordinating activities with a variety of stakeholders
- Ability to integrate into existing virtual workflows and maintain timely communication with a remote team
- Comfortable taking ownership of a core element of our operations and making thoughtful recommendations for new approaches as needed
- Excellent time management skills and the ability to develop deliverables autonomously
- Flexibility to accommodate variable work hours, including periodic domestic travel.

### **WHO SHOULD APPLY**

Our ideal candidate will be comfortable leading work in a group or one-on-one setting with farmers and will enjoy working collaboratively with our small team in areas of frequent and considerable overlap. They will feel right at home navigating financial reports and spreadsheets, and have a “Let’s get to the bottom of this” mentality when analyzing reports and transactions. We’re seeking a mission-driven leader who is excited to get outside the box of the traditional accounting world, feels confident working inside and outside an organization to design solutions, and has been looking for a way to use their numbers brain to make a meaningful difference.

Foodshed Capital recognizes that women, people of color, and other marginalized groups are much less likely to apply for a job if they don’t meet 100% of the desired qualifications. We encourage all resourceful individuals who have the aptitude to excel in this position to apply—it’s possible that your skills and experience are exactly what we need.

### **REPORTING + LOCATION**

This is a full-time exempt position, reporting to the Executive Director.

The position is primarily remote, with the ability to meet in person with the core team in Central Virginia on a quarterly basis and make periodic trips to farms in the region. Preference given to candidates located within a 2-hour drive of Richmond or Charlottesville VA, or in the New York / New England region. Other locations may be considered for qualified candidates.

Candidates must possess a valid driver’s license, with access to a vehicle, for periodic travel throughout the region to meet with farmer clients and the FoodCap team. Reimbursement is provided for all work-related travel costs. Carpooling is encouraged when possible.

### **COMPENSATION**

Annual salary is based on experience and ability, and is negotiable within the range of \$90,000 - \$103,500.

- 20 days PTO per year + 11 paid holidays
- Employer-provided healthcare and dental coverage
- 3-months paid parental leave
- Work-related travel reimbursement at the standard federal rate
- Membership to coworking space if located in Richmond or Charlottesville, VA

Foodshed Capital is an equal opportunity employer and we encourage people of color; Indigenous people; LGBTQ+ people; veterans; people with disabilities; people who have been formerly incarcerated; and others who are underrepresented within the environmental nonprofit sector to apply. We will not discriminate against any qualified applicant or employee on the basis of race (including traits historically associated with race, such as hair texture, hair type and protective hairstyles (e.g., braids, locs and twists), color, religion, national origin, sex, pregnancy (including childbirth, lactation, or related medical conditions), sexual orientation, gender identity, age (40 and over), marital status, physical or mental disability, genetic information and military status (including certain dependents of service members, veterans, and members of the uniformed forces of the United States, armed forces reserves, National Guard, Virginia Defense Force or naval militia) or any other category protected by federal and state law.

**TO APPLY:**

Please complete [this short form](#) to upload your cover letter, resume with references, and any additional background info you'd like to share.

Applications will be accepted on a rolling basis and the position will remain open until filled.