



CORNUCOPIA
INSTITUTE

3/08

Administrator — Management Team Member Organic Farming Champion

If you have a strong professional background in organizational administration as well as a heartfelt passion for protecting the environment, humane livestock husbandry and social/economic justice for family farmers, we would like to talk to you.

The Cornucopia Institute has become one of the most preeminent and aggressive organic watchdogs. Our mission is to protect the organic label from being eroded by the inaction of the USDA, charged with enforcing the organic regulations, and agribusinesses that seem willing to profiteer at the expense of the integrity of the organic label.

An ideal candidate would have experience working in a corporate or nonprofit environment with a skill set that could include:

- ⇒ Strong working knowledge of Microsoft Office applications
- ⇒ Excellent communication and business writing skills
- ⇒ Experience with grant writing and other fund-raising skills
- ⇒ Understanding of book keeping and financial management principles
- ⇒ Able to work independently

The ideal candidate will be able to competently manage day-to-day and longer-term tasks related to operation of a growing non-profit organization. Particular attention will be directed towards financial management and assisting existing staff and the board of directors. Other desirable experience could include: information technology, desktop publishing, HTML and website maintenance, academic or scientific research or journalism.

This is a full-time position.

The Cornucopia Institute is formally based in Cornucopia, Wisconsin but is "virtually officed" with eight full and part-time staff members, based in four states, operating out of their own home offices. The applicant will be expected to work from their home office and will need to be based in Wisconsin (proximity to Vernon or Eau Claire County preferable).

If you have an interest in exploring the opportunity to merge your administrative/management background with the chance to fight for something you believe in please forward a letter of inquiry and resume, including salary history/requirements to: cultivate@cornucopia.org.

***The Cornucopia Institute** is dedicated to the fight for economic justice for the family-scale farming community. Through research, advocacy and economic development our goal is to empower farmers both politically and through marketplace initiatives.*

***The Organic Integrity Project** acts as a corporate watchdog assuring that no compromises to the credibility of organic farming methods and the food it produces are made in the pursuit of profit. We will actively resist regulatory rollbacks and the weakening of organic standards to protect and maintain consumer confidence in the organic food label.*