



# JOB ANNOUNCEMENT

## Urban Farm Consultant

Part-Time Temporary Position

Alameda County Resource Conservation District, Livermore, CA

Applications accepted until position is filled.

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### Background

The Alameda County Resource Conservation District (ACRCD) was awarded a National Association of Conservation Districts (NACD) grant to help augment our ability to provide technical assistance to urban farmers in Alameda County. We are partnering with UC Cooperative Extension (UCCE) and the Natural Resources Conservation Service (NRCS) to expand our outreach, technical assistance and financial incentives to local urban agricultural operations.

### Need

A review of applications to our urban farm mini-grant program found that urban farmers cite irrigation, bioswale, rainwater and compost systems assistance as their biggest needs. ACRCD seeks one or more consultants who can provide site-specific assessments of existing systems or resources to support the development or improvement of on-farm water management or composting systems.

### Time Frame

Our funding for this work expires in March 2020, therefore we require consultant services between September 1, 2019 through February 29, 2020.

### Technical Assistance

Desired skills include knowledge:

- small-scale irrigation system design, installation and repair
- rainwater catchment systems and/or bioswales
- composting and compost application
- other production considerations of urban farms

The consultant must have the ability to visit a minimum of 8 urban farms in Alameda County. Assistance should include a site assessment as well as a discussion with the farmer about their project objectives and overall farm goals. After initial consultation, the consultant will follow-up with materials or plans that can help the growers meet their water management and/or composting needs. Any additional objectives, particularly those around habitat conservation, should be reported to ACRCD and our partners so we can follow-up.

To help the three partner organizations augment their capacity to provide this kind of support, we ask that the contractor invite ACRCD, NRCS and UCCE staff to field visits, when feasible, to observe them at work.

**Workshop(s)**

ACRCD has also committed to providing two workshops as part of our NACD grant deliverables. We will give priority to contact with consultants who are able to provide both technical assistance and deliver a comprehensive workshop on topics related to water or compost management in an urban farm setting. A workshop can be a few hours to full day event; it may take place entirely in the field or a classroom or be limited to one location. The format is up to the instructor, pending approval by ACRCD.

**Reporting and Invoicing**

ACRCD is required to report our activities to our funders. We ask the contractor to take photos of their activities (particularly before/after photos if any projects are implemented or improved) and provide summaries of who they met with and what was discussed. Invoices should contain date, description of activities, rate, and number of hours worked.

**Rate**

ACRCD can offer between \$35-50/hr depending on experience. Workshops will be paid at a flat rate, between \$1,000 - \$2,500 per workshop depending on format.

**Liability**

Contractors are required to sign a waiver exempting ACRCD from any liability during farm visits or any other actions resulting as part of carrying out duties associated with this contract. *Form to be provided.* We also ask contractors to sign a standard professional services agreement with ACRCD prior to commencing activities.

**Responsibilities of ACRCD**

ACRCD and our partners will develop and disseminate outreach materials targeted at urban farmers announcing the opportunity for direct support with water and compost management. We will also assist in finding venues and/or field locations for workshops. We would like to be included on field visits, when possible, and can provide additional support to the consultant, as needed.

**To Apply**

This contract position is open until filled. One person may cover both water and compost management, or we may hire multiple consultants.

Please contact Hillary Sardinias with any questions or to submit your resume:

[hillary.sardinias@acrcd.org](mailto:hillary.sardinias@acrcd.org)

925-453-3865

Alameda County Resource Conservation District  
3585 Greenville Rd. Suite 2, Livermore, CA 94550  
[www.acrcd.org](http://www.acrcd.org)

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