

VCC Community of Practice Facilitator Scope of Work

Timeline: January - November 2024

Total Budget: \$6,000

Application deadline: November 30th, 2023, at 11:59pm PST

Background

Value chain coordination -- the process of connecting local and regional food businesses and organizations to each other, to information, and to resources with the goal of increasing transparency and equity -- is key to building a food system that works better for communities and the planet. The Wallace Center created the Value Chain Coordination Community of Practice ([VCC CoP](#)) to create a space for people building local and regional value chains to learn from each other, share best practices, and build relationships. We created the group in 2021, and since then it's grown to nearly 500 members. We host a monthly call series for the CoP with a keen emphasis on creating relationships. We've covered topics like measuring and capturing success, accessing federal grants, the role of VCC in government agencies, and creating trusting partnerships. Until now, the Wallace Center team has designed and facilitated these conversations and we are now seeking an external facilitator who can help plan and host these calls in partnership with our team.

Qualifications

We are seeking a facilitator with experience designing and hosting interactive, virtual group calls that are engaging, accessible, and build relationships. The ideal facilitator has the capacity to dedicate to this effort, an understanding of food systems work in the US, and a strong ability to work independently and collaborate with Wallace Center staff. This is a great leadership development and network building opportunity for the right person!

Our work is guided by a deep belief in and respect for the lived experience, expertise, and creativity of the people and communities working to build healthy, equitable, racially just and sustainable food systems, especially those most impacted by the extractive industrial system. The facilitator we're seeking will bring an anti-racist lens to their work, with a demonstrated track record of working with leaders of color and centering racial equity. We strongly encourage people of color to apply for this opportunity.

Objectives

- Build on the momentum that has been generated through the CoP so far and maintain continuity for CoP members.
- Coordinate the provision of an inclusive, interactive learning space for CoP members through a monthly call, based on CoP members' needs and interests.
- Build capacity, skills, and connections for/between CoP members across the country.
- Continue to grow the CoP, with an intentional emphasis on bringing in more participants that identify as BIPOC.

- Seek out and amplify the leadership of BIPOC practitioners and spotlight models of VCC work that are explicitly focused on supporting BIPOC producers, creating sustainable models, and growing equity-focused partnerships.

Scope

- Act as lead facilitator for designing, organizing, and facilitating a monthly call series of nine (9) calls for the Value Chain Coordination Community of Practice, January – November 2024, skipping two calls as advised by Wallace Center staff.
- Work closely with the Wallace Center team to identify and align monthly call topics and speakers with broader programmatic activities and priorities. Up to three of the calls can be solely focused on relationship building using previous Wallace Center agendas.
- Provide the Wallace Center with timely communications about call topics and speakers that we can use to promote each call.
- Capture notes, shared resources, and relevant information from each call and share back with Wallace Center staff and the CoP.
- Collaborate with Wallace Center staff to identify and coordinate with all speakers, trainers and TA providers in the lead-up to and follow-up from each call.
 - Work with Wallace Center staff to coordinate the payment of honoraria to each guest speaker, should they need payment.
- Post to the VCC online discussion board (at least two posts per month) to remind members of the calls and encourage dialogue in the discussion board.

How to apply

Applications will remain open through November 30th, 2023. To apply, please send an email to FSLNinfo@winrock.org with the subject line “VCC CoP Facilitator” with your resume and responses to the following questions:

- Why are you interested in serving as the lead coordinator and facilitator for the VCC CoP?
- How do you meet the qualifications above? Please list specific experiences that you think would make you a good fit.
- What do you anticipate will be the biggest challenge of this undertaking and what suggestions do you have to minimize or address this challenge?
- Please provide 2-3 professional references