



Job Posting - Research Coordinator

Title: Research Coordinator

Location: In Person, Charlotte, VT

Type: Full Time, Non-Exempt, Salaried

Reports to: Research Manager

About Bio-Logical Capital

We believe that healthy soils, sustainable food systems and the people who work within them are the *capital* of our planet's future. Hence our name. We believe that one of the biggest ways that we can influence climate change and healthy communities is through working in our food systems. Hence our work.

We support, collaborate, and work with stakeholders who share and sometimes challenge these values. We partner with landowners, investors, farmers, conservationists, food professionals and municipalities to develop creative business solutions to complex challenges. We work across many scales and landscapes, from a few city planters to ranches, farms, and conserved areas that span thousands of acres.

Our current long-term projects include a 3,600 acre cattle and silvopasture ranch in Hawaii, a 400-acre diversified farm in Vermont, and a growing urban landscaping business in Colorado. In addition, we consult on family land succession plans, analyze and manage food and agricultural investments; conduct large-scale ecological research studies; and develop and operate food businesses and critical infrastructure along the value chain. Although food and agriculture are often at the forefront of our projects, we also work in water stewardship, healthy human communities, ecological restoration and landscape conservation.

Who We Are:

We believe that restoring human to land connection is integral to creating a healthy, equitable human society. We value curiosity, empathy, honesty and humility. We are good at difficult conversations, and we frequently debate the tension and balance between profit and impact in our work. We turn down work that we do not believe in. We make mistakes and we believe that these experiences are an essential part of our process, our learning, and our successes.

We love the natural world, as it connects us to the work that we do. Whether we are sitting in a park or working at one of our field projects (helping with weeding, taking soil samples, or participating in animal chores), we are often our best selves are when we are outside.

We come from different areas of working in food supply chains, ecology, business, conservation, agriculture, landscape design, and community development. Currently, although we bring different work experiences to our team, we come from similar backgrounds and race. We are working to create an inclusive workplace to welcome BIPOC colleagues and external stakeholders through team trainings, workshops, company and project commitments and goals, and a weekly team meeting that includes conversation and reflection on Justice, Equity, Diversity and Inclusion (JEDI) within our team and our work.

Who we are looking for:

Bio-Logical Capital (BLC) is seeking a Research Coordinator to support innovative agricultural, ecological, and climate change research in Vermont and the Northeast. This position reports to the Research Manager and will help to support and coordinate multiple field research initiatives, including longitudinal research on soil health, water quality, field productivity, forage quality, and animal health at various locations, including at [Philo Ridge Farm](#), a research hub and working farm in Charlotte, Vermont that is managed by our Bio-Logical Capital team. The research coordinator will also organize and participate in field research, data collection, data analysis, and reporting for a national 2020 NRCS On-Farm Trials Soil Health Conservation Innovation Grant, as well as help support and coordinate data collection and grant writing on other BLC projects around the Northeast. From muddy field days to research presentations, you will work closely with a group of committed stakeholders including farmers, scientists, non-profit partners, state and federal agencies, farm owners, and investors.

You will be based at an office in the Champlain Valley of Vermont with several Bio-Logical Capital Northeast focused team members, and work closely with additional team members by phone, video, and Slack, as well as in-person during regular team visits to Vermont.

We seek qualified candidates who identify with the descriptions below, with experiences and skills that will nourish our team and culture, and contribute to our growing impact:

- **Inspired** – by the current work that we do, while also excited to contribute to our continued growth and evolution.
- **Committed** – to making a tangible positive impact in food systems, conservation, equity and climate change.
- **Communicator** – who values clear, specific and consistent communication in person, online, and in writing, formatting, editing, and preparing content to share.
- **Organizer** – who enjoys building and maintaining organizational systems and project management tools to help organize team members and projects.
- **Flexible** – open to working in variety of settings, from our office to farm tours and field visits in work clothes and boots.
- **Technology skilled** – proficient with spreadsheets (Excel), communication tools (Slack), project management (Trello, etc.), and file sharing (Box, Google Drive).
- **Relationship focused** – excited to be vulnerable and committed to invest in relationship building with our team and project partners. stakeholders.

Your responsibilities will include

Field Research and Data Collection

- Work alongside the Research Manager to support and coordinate the near- and long-term research program at Philo Ridge Farm.
- Follow research protocols and methods across field trials to address questions around soil health, pasture productivity, biodiversity, climate change, and ecosystem services.
- Manage data storage and maintain accessibility to collaborators as needed.
- Work closely with farmers and farm owners to preform practice-based research initiatives.

Data Collection, Analysis, and Dissemination

- Analyze data from social, economic and ecological research, complete statistical analysis, and build representative figures.
- Support the preparation of manuscripts and written reports for diverse audiences.

- As needed, work alongside the Research and Ecological Design team to create and deliver site assessments across BLC's consulting and management portfolio.
- Synthesize research findings to inform on-farm operations and practices, including design, construction and management of excel based data analysis tools

Grant Writing and Management -

- Study and understand the history, structure, objectives, programs, and financial needs of BLC's research program and projects
- Research grant opportunities from government and non-government agencies
- Alongside Research team members, draft grant proposals and supporting documents based on the funding requirements of the organization.
- Support all administration processes for awarded Grants, including reporting and related content development, coordination with agencies or organizations that are funders, and provide internal updates on status of grant administration

Project Operations and Administration

- Work with the Research Team and additional members of the Leadership Team to set yearly progress goals for research in the Northeast.
- Participate in development process annual budgets for all Northeast based research projects.
- Support content development for Research team communications with farmers, investors, and project stakeholders to plan, organize, and complete research and share results.

Salary & Benefits

The salary range for this role is \$60,000 - \$70,000 Annual Salary

Generous benefit package that includes: healthcare, SIMPLE IRA match, summer Fridays, family leave policies, and paid time off.

Please email your application to jobs@biologicalcapital.com with the subject line "Research Coordinator". Applications and interviews will be held on a rolling basis, so we encourage you to apply as soon as possible.

Your application should include:

- A resume, link to updated LinkedIn profile (optional), and three professional references
- A cover letter that includes a short description of why you and Bio-Logical Capital are a cultural knit and how you meet the qualifications for the role

For more information on our company, please visit www.biologicalcapital.com.

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Women, BIPOC, and individuals from underrepresented backgrounds as well as from the communities that we work with, are strongly encouraged to apply. We are committed to a diverse, equitable and inclusive workplace in which everyone is welcomed, valued, and supported. Bio-Logical Capital recruits, employs, compensates, and promotes without regard to race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, physical or mental disability, genetic or family medical history, marital, parental, veteran or military status, unfavorable military discharge, or any other status protected by applicable federal, state or local law.