



## **EMRA Coordinator Job Description & Application**

### **About EMRA**

Eastern Montana Regenerative Agriculture (EMRA) started in 2020 to create a place where we could come together to discuss ways to improve the land and or operations for the current generation and generations to come.

EMRA is made up of a board of directors who themselves are farmers and ranchers working in the same communities as EMRA's membership. The EMRA membership includes ranchers, farmers, and ag enthusiasts working together to regenerate our soils, plants, animals, and ourselves. We're focused on regenerative agriculture in eastern Montana.

### **Job Summary**

The coordinator will work in close creative relationship with the executive director and for a group of farmers and ranchers implementing regenerative practices, collaborating, educating, and growing in the regenerative space. EMRA gathers to learn, support, mentor, and challenge. The coordinator will organize and facilitate general gatherings, ranch tours, pasture walks, business meetings, and multi-day workshops. They must understand the core values of EMRA and be able to represent these values. Strong communication, creativity, organizational skills, and a desire to bring people together are a must. We are looking for someone with an affinity for the land and the people on the land. The coordinator also serves as a non-elected, non-voting director.

**Reports to:** Executive Director and to the Board of Directors.

**Location:** Remote work 60-80% of the time. Travel within eastern Montana 20-40% of the time.

**Hours:** Average 20 hours/week. Flexible work schedule. Maximum 1040 hours per year  
6-month probationary period

**Starting Wage:** \$28/hour

- Funding for this position is through a grant extending through 2027. The position is expected to be extended beyond 2027 pending funding.
- Must provide your own computer, cell phone, and vehicle. Mileage reimbursed at state rate.

### **Job Responsibilities**

- Coordinate EMRA events.
- Facilitate gatherings.
- Build trusting relationships with EMRA members.
- Maintain and update the EMRA web site & social media.
- Maintain and update the EMRA directory.

- Communicate with EMRA Board of Directors and membership.
- Write a monthly newsletter for members & others
- Other duties as assigned.

### **Desired Skills**

- Passion for regenerative agriculture and producers.
- Communication, both, oral and written.
- Facilitation skills.
- Social media management
- Microsoft Office, particularly word processing and spreadsheets.
- Google Workspace, Canva & Mail Chimp
- Ability to think critically and plan strategically.
- Familiarity working both with teams and independently.
- Ability to work outdoors.

### **How to Apply**

Applications deadline February 11, 2026, 5 p.m.

Send a cover letter, resume, and list of references to [emra.regen@gmail.com](mailto:emra.regen@gmail.com)

Add your last name, plus “Coordinator” to the subject line.