

Department:	Public Policy
Responsible to:	Public Policy Project Manager
Supervise:	n/a
Classification:	E
Status:	Fulltime; Term ending September 30, 2024 with possibility of extension
Working Conditions:	Hybrid ¹ Sedentary
Location:	Ottawa

May 2023

Background:

The Good Soil program focuses attention on the need for greater support by the Government of Canada on resilient food systems in the Global South that benefit small-scale food producers, especially women. This program is funded by the Bill and Melinda Gates Foundation.

Position Summary:

The Good Soil public policy advisor is part of a project team working to influence public policy changes necessary to end global hunger, with focus on increasing Canadians' support for international development assistance and aid for agricultural development. Based in Ottawa, this position maintains and builds an Ottawa presence for Good Soil program and the Foodgrains Bank, and contributes to the overall policy focus of the program.

This position is located in Ottawa. Periodic travel to Winnipeg will be required. Other domestic and some international travel may be required.

Primary Working Relationships:

The public policy advisor reports to the Good Soil project manager and works closely with other members of the Good Soil program team and the public policy department. They interact significantly with Parliament Hill staff, and may represent the Foodgrains Bank on external coalitions. They are responsive to the executive director and other senior staff.

¹ Canadian Foodgrains Bank defines hybrid work as three days per week in the office and up to two days per week in a remote location.

Roles and Responsibilities:

(Key: A = act; A&I = act & inform; AAC = act after consultation)

1. Networking	A
1.1. Building relationships with government staff and ministers, members of Parliament and their offices, other government officials, members, supporters and other NGOs to research, share information about, and influence hunger-related public policies.	
2. Influence	AAC
2.1. In coordination with Canadian Foodgrains Bank staff and others, help to persuade decision-makers to take action necessary for improving hunger-related public policies.	
3. Facilitation	AAC
3.1. Facilitate opportunities for Canadian Foodgrains Bank staff, members, constituents, and other NGOs to meet with decision-makers.	
4. Organize Events	A&I
4.1. Organize and/or support events to increase the influence of the Foodgrains Bank and its members on hunger-related public support.	
5. Public Speaking	AAC
5.1. Make presentations about the Foodgrains Bank and our policy issues to various audiences ranging from development professionals to parliamentarians to the general public.	
6. Policy contributions	A
6.1. Contribute to the policy work of the team, including research and writing related to hunger in developing countries.	
7. Other tasks – As requested	
7.1. Contribute to the broader work of the public policy team	

Qualifications:

Education:

- Completion of a course of study in international development, government relations, political science, or other relevant education.

Experience:

- Prior experience in a combination of government relations, policy development, networking, or advocacy.

Special Skills

- Proven interpersonal communication and networking skills
- Strong diplomacy skills
- Good understanding of public policy processes
- Strong analytic and critical thinking skills
- Able to work independently and to make decisions, but must also be able to contribute positively to a team
- English language fluency
- Must identify with and support the Foodgrains Bank's Christian identity and mission, and be able to articulate the relationship between a Christian faith commitment and the public policy work of the Foodgrains Bank.
- Alignment with the Foodgrains Bank's values: compassion, equality, generosity, dignity, justice, peace, right to food, right relationships
- Availability for domestic and international travel

Assets:

- French language fluency
- Good knowledge of food security, humanitarian assistance, development, human rights, and related public policy issues
- Previous international work experience in a relief and development context
- Experience in public policy work with the government of Canada