

Contract Opportunity Case Manager – Farmer Veteran Coalition, Inc.

Location: California Residence Hybrid

Organization: Farmer Veteran Coalition California, Inc

Employment Type: Part Time

**Grant Description:**

The Empowering Veterans for Agricultural Success program provides California's military veterans with classroom instruction, field-based training, mentorship, and business-planning resources to launch or strengthen farm and ranch operations—building resilient local food systems while supporting those who served.

Farmer Veteran Coalition of California (FVCCA) invites proposals from qualified professionals for a Case Manager (Contractor) role to support the USDA NIFA-funded Empowering Veterans for Agricultural Success Program (EVAS). Case Manager will provide direct technical support to program participants.

**Key Responsibilities Overview:**

- Responsibilities include conducting training participant intake interviews to assess veteran needs and creation of personalized training plans.
- Maintain Accurate Participant to include quarterly updates.
- Outreach to potential Farmer Veteran Coalition California farmers
- Performing follow-up communications
- Recommending resources tailored to improve farm and ranch operations.
- Connect EVAS participants with appropriate training, tools and support services needed to achieve the goals outline project narrative.
- Participation in planning and coordination of EVAS conferences and workshops
- Support Project Manager and Financial Manager in preparation of monthly, quarterly and annual technical grant reports for USDA NIFA
- Serve as the central point of contact among EVAS participants

**Qualifications:**

- Demonstrated case management experience with federally funded projects or large-scale workforce/agriculture training initiatives

- Excellent communication, organizational, and problem-solving abilities
- Experience in agricultural education, farm business training, or technical assistance programs
- 2 years of customer services experience
- Experience coordinating field days, workshops, or hands-on training events

### **Preferred Qualification**

- Knowledge of 2 CFR 200 federal grant compliance and reporting
- Experience in agricultural education, farm business training, or technical assistance programs
- Understanding of small-scale farming, ranching, or regenerative agriculture practices
- Familiarity with adult education models or community-based learning

### **Veteran & Community Experience**

- Lived experience as a veteran, military family member, or in veteran-centered programs
- Experience supporting diverse veteran populations
- Experience in workforce development or career navigation

### **Technical & Organizational Tools**

- Experience with CRM or participant management tools
- Familiarity with Google Workspace, project management platforms (e.g., Asana, Trello), or virtual meeting tools
- Comfort using shared drives and digital documentation systems
- Ability to manage calendars, timelines, and reporting workflows

### **Soft Skills That Matter in This Role**

- Ability to work independently
- Strong problem-solving skills when navigating shifting needs or timelines
- Experience working in partnerships across nonprofits, government, and community groups
- Adaptability and creativity in program design

### **Contract Information**

- Contract type: Independent Contractor (1099)

- Year 1 fee: \$22,500; increases in Years 2-3 (total  $\approx$  \$70,931 over 3 years)
- Time commitment: [10-15 hours/week]
- Work location: Hybrid/remote with statewide travel to training and events

**How to Apply:**

Interested professionals should submit the following to [hire@fvcca.org](mailto:hire@fvcca.org) by December 19, 2025

1. Resume/CV highlighting relevant experience
2. Brief cover letter or capability statement
3. References or past performance examples (optional but encouraged)