Iowa Farmers Union
Policy Coordinator
Job Description

Office Location: 1400 Fawcett Parkway D1, Nevada, IA 50201

Open Position

Iowa Farmers Union (IFU) is hiring a policy coordinator to join our staff team. This is a full time position regularly scheduled at 40 hours/week. The Policy Coordinator works at the IFU office in Nevada. Flexible telework available.

The job tasks and responsibilities are summarized below.

About the Iowa Farmers Union

The Iowa Farmers Union is an agricultural organization as described in Internal Revenue Code Section 501(c)(5). We are a general farm organization dedicated to advancing the interests of family farmers, ranchers, agricultural workers, and rural communities through education, cooperation, lobbying, and political activity.

Since 1915, IFU members have worked together to strengthen the independent family farm to provide Iowans with sustainable production, safe food, a clean environment and healthy communities. IFU is a grassroots member organization of family farmers and ranchers, advocates, and consumers committed to promoting family agriculture in Iowa. The key to our success is our grassroots structure, with policy positions and priorities initiated and approved by our members.

Overview of the Policy Coordinator Position

The Policy Coordinator reports to the Executive Director and works with the entire staff to complete the duties of the position. This working environment includes delivering on our mission and the mission of the Iowa Farmers Union Education Foundation, a separate Internal Revenue Code Section 501(c)(3) non-profit that delivers non-partisan, public education to support Iowa family farmers and ranchers.

The Policy Coordinator delivers outreach, education, and relationship-building connected to the mission and goals of the Iowa Farmers Union in general and IFU's policy book specifically. They help connect Iowa farmers, ranchers, community leaders, and partner organizations to the policy work and resources of our membership organization.

Primary Responsibilities

- Represent IFU at meetings, workshops, conferences, and community events
- Build and maintain relationships with farmers, ranchers, rural communities, and other food and agriculture stakeholders and encourage their development as family farm advocates
- Turn out members and other stakeholders for in-person and virtual events such as the IFU Convention, Day on the Hill, and Barn Party
- Staff the IFU policy committee and work with IFU's Lobbyists to develop issue positions, plan advocacy, and strategize to deliver policy wins
- Provide updates to the IFU membership during Legislative Session and be present at the Capitol as needed
- Manage the upkeep of the Iowa Farmers Union Annual Policy book and Special Orders of Business, and communicate IFU policy ideas with the National Farmers Union Government Relations team
- Work collaboratively with other IFU staff and board members
- Recruit new IFU members to grow the organization
- Build relationships and coalitions with allied organizations
- Represent IFU in the Iowa Food System Coalition especially participating in the Local Food Policy Network to support state-level food and agriculture policy efforts and taking on leadership opportunities as they emerge
- Collaborate with the Communications Director to create and distribute outreach communication
- Support IFU members in leadership roles, including facilitating meetings, advocating to elected officials, and coordinating outreach activities
- Communicate clearly about opportunities to diverse audiences
- Track outreach activities; basic reporting for grant requirements
- Other duties as assigned or volunteered to support the mission of the Iowa Farmers Union

Characteristics/Qualities

- Interest in agriculture, rural communities, and farmer-led initiatives
- Strong communicator, able to convey IFU's mission and policy priorities
- Highly organized, able to juggle competing demands and prioritize job responsibilities
- Experienced in community organizing, grassroots leadership development, and issue-based campaigns
- Successful in working independently
- Eager to support other IFU staff members
- Ability to be proactive about addressing potential problems
- Comfortable talking to many people on the phone, Zoom, and in-person
- Ability to be trained and receptive to feedback in a highly team oriented

environment
- Creative and willing to try new things
- Comfortable discussing how race, class, gender, and geography intersect within food and agriculture systems
- Willingness/ability to travel regularly across all of Iowa
- Able to lift boxes up to 30 lbs, load vehicles, or other minor physical tasks
- Ability to use Google Workspace, Microsoft Office software, and other productivity tools to execute daily core tasks
- Willingness to learn an array of applications and platforms through which IFU delivers services, programs, and education to our members and the general public in support of our mission

Wage & Benefits

- Salary is $44,000
- $200 per month health care stipend
- 4 weeks of paid time off, totaling 160 hours annually
- 7 paid organizational holidays and a floating holiday of employee's choice
- Generous telework work environment
- Stimulating work environment

How to apply

Email resume, cover letter, and three references, including at least one previous supervisor, by Friday, July 31, 2026 to:

Natalie Jefson, Administrative Assistant, Iowa Farmers Union
njefson@iowafarmersunion.org

Please put "Policy Coordinator" in the subject line.

The position will remain open until filled.

Questions can be directed to Matt Russell, Executive Director, Iowa Farmers Union
mrussell@iowafarmersunion.org

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