JOB ANNOUNCEMENT: Organic Inspector

Position will remain open until filled

Organizational Overview: CCOF advances organic agriculture for a healthy world. We advocate on behalf of our members for organic policies, support the growth of organic through education and grants, and provide organic certification that is personal and accessible.

CCOF is a nonprofit organization governed by the people who grow and make our food. Founded in California more than 40 years ago, today our roots span the breadth of North America and our presence is internationally recognized. We are supported by an organic family of farmers, ranchers, processors, retailers, consumers, and policymakers. Together, we work to realize a future where organic is the norm.

Position Summary: CCOF Organic Inspectors inspect farms and food processors for compliance with the USDA National Organic Program (NOP) standards. CCOF inspectors must be qualified in one or more of three primary categories or scopes: farming, food processing, and livestock. We are currently seeking an organic farm and processing inspector who lives in Los Angeles or Ventura counties.

CCOF Organic Inspectors work out of a home office and must have their own computer, internet access, and ability to take photos. A smartphone and tablet are recommended. Our Inspectors must be able to travel in their own vehicle throughout a designated region to inspect certified organic operations. Duties include making observations, conducting interviews, auditing records, taking samples, and writing detailed objective reports to determine if an operation is in compliance with organic standards.

The primary recognized credential for all categories of organic inspectors is the completion of Basic Inspection training from International Organic Inspectors Association (IOIA). The IOIA credential is recognized by all US certifiers and enables the holder to seek inspection work from any certifier. IOIA’s website, www.ioia.net, contains valuable general information about organic inspectors, as well as listing all upcoming IOIA trainings, and links to application packets for each training.

Two years of work experience in related fields is required. The two years may be from a range of agricultural or processing activities. For example, farm inspector may have academic or in-field research (must involve time in the field and a demonstrated familiarity with farm equipment), knowledge of crop cycles, soil fertility, pest management. Processing inspectors must be familiar with food processing technologies, facilities, SOPs, trace-backs, product recall concepts and other auditing capacities. Individual qualifications will be evaluated on a case by case basis.
This position is part-time, with variable, flexible hours. This is a non-exempt position.

**Position Responsibilities:**
- Familiarity with the USDA National Organic Program rule
- Schedule organic inspections (site visits) with CCOF clients
- Meet with clients to inspect farms and processors
- Make observations
- Conduct interviews
- Audit farming and production records
- Submit samples of organic products for laboratory analysis
- Write detailed and objective reports to determine if an operation is in compliance with USDA National Organic Program standards

**Qualifications:**
- At least two years of experience in agriculture field work
- At least two years of food or personal care product production
- Completion of the IOIA Basic Crop Inspection and Basic Processing Inspection courses
- Bachelors degree in a related field preferred, but negotiable depending on experience
- Excellent communication and writing skills
- Competency in PC or Mac operating systems
- Ability to use Adobe Acrobat

**Compensation:** CCOF takes pride in offering competitive pay. The Organic Inspector’s starting compensation will depend on qualifications and experience.

**Hiring Process:** Applications will be accepted until the position is filled. Interested applicants, please submit the following documents to employment@ccof.org, with “Organic Inspector” in the subject line:
- Cover letter summarizing your interest in CCOF and the position, and qualifications
- Current resume
- Two professional references

Incomplete applications will not be considered. No phone calls please. Only short-listed candidates will be contacted. Thank you for your interest.