



Job Description: Policy and Research Manager

Organization: Canadian Organic Growers

Location: Remote, Ottawa-based an asset

Salary Range: \$60,000 - \$75,000

Start date: June 2026 (flexible)

About Canadian Organic Growers

Canadian Organic Growers (COG) is a national non-profit organization providing education, advocacy, and leadership to help build an agricultural system that empowers farmers and consumers, enhances human health, builds community and mitigates climate change while increasing Canadian food sovereignty.

COG works in close collaboration with farmers, researchers, governments, and civil society organizations across the country. Our approach is collaborative, systems-based, and grounded in the belief that organic agriculture is a scalable pathway toward a more resilient and regenerative food system.

Position Summary

COG is seeking a Policy and Research Manager to support and advance a growing portfolio of policy, research, and sector-building initiatives.

Working closely with and reporting to the Director of Policy and Research, the Manager will be a key collaborator across multiple priority initiatives, helping to ensure strong coordination, high-quality outputs, and consistent follow-through.

The Manager will contribute to a range of initiatives, including federal policy engagement, research projects, and implementation of the national Organic Action Plan for Canada (a sector-wide growth strategy), as well as collaboration with partners across the sector. The role is primarily focused on research, analysis, and project management, with exposure to policy engagement and collaboration with partners across the sector, including coalitions such as the Canadian Organic Alliance, Farmers for Climate Solutions, and others.

This is a great opportunity for someone who is comfortable working across multiple areas, motivated by systems change, interested in the agriculture and food policy space, and excited to contribute to the development of an evolving program.

Key Responsibilities

Policy and Advocacy

- Develop policy materials including briefs, submissions, and background documents for internal and external use
- Synthesize research and translate complex information into clear policy messaging
- Track policy developments and support preparation for meetings, consultations, and advocacy activities

- Support the identification and advancement of priority policy recommendations to advance organic food and farming systems
- Support regular engagement with offices, including politicians and public servants

Research and Analysis

- Conduct research and analysis on organic agriculture and food systems
- Support coordination of ongoing projects (e.g. Business Risk Management program study, Health Task Force project)
- Compile, interpret, and summarize data to support policy and program development (e.g. economic, environmental, and social impacts of organic and regenerative agriculture; case studies related to farm profitability and resilience)

Project and Program Coordination

- Coordinate policy and research projects, including timelines, deliverables, and tracking
- Support planning and development of projects and knowledge products (reports, summaries, presentations)

Stakeholder and Coalition Engagement

- Participate in meetings with partners, coalitions, and stakeholders
- Support outreach and coordination across the sector
- Help gather input and perspectives to inform COG's policy and research work, including from COG members

Team and Program Support

- Contribute to the ongoing development of COG's Policy and Research program
- Work with team members across the organization to contribute to shared priorities

This role may include other tasks and responsibilities that may arise during the term of this position aligned to the competencies outlined in this job description. New tasks will be discussed in advance and every effort will be made to keep tasks within reason to the original duties outlined within this job description.

Eligibility and Requirements

Required:

- Background in agriculture, environmental studies, public policy, or a related field (through education and/or experience)
- 2-5+ years of relevant experience (policy, research, or nonprofit work)
- Strong research, writing, and synthesis skills, with the ability to communicate complex ideas clearly
- Strong project management and organizational skills
- Strong judgment and ability to prioritize across multiple tasks and timelines
- Ability to work independently and collaboratively in a fast-paced environment
- Comfortable using digital collaboration and project management tools

Assets:

- Knowledge of organic and/or regenerative agriculture
- Experience in stakeholder engagement or coalition work
- Familiarity with federal policy processes
- Bilingualism (English/French)
- Experience in non-profit or advocacy environments

Equal Opportunity

COG is committed to policy and programming that acknowledge and serve the diversity within our sector. COG provides equal employment opportunities to employees and contractors regardless of gender, race, religion, age, disability, sexual orientation or marital status. COG believes that our sector and work as a national organization, will be stronger with decreased barriers to entry and as such we strongly encourage people who belong to equity-deserving groups (2SLGBTQ+, BIPOC, women, etc) to apply to join our team, and to self-identify in your application if you feel comfortable. We offer a family-friendly environment that allows for flexible work arrangements to support staff diversity and ensure a healthy work-life balance. COG understands that candidates may not have all the qualifications listed. If you have approximately 80 percent of the qualifications, we encourage you to apply.

Working Conditions

- This role is primarily remote with periodic travel required.
- The Manager requires a fully equipped home office (own computer, internet etc.) with reliable internet access.

Terms of Employment and Benefit Entitlements

This is a full-time position (37.5 hours per week). The successful candidate should have the legal right to work in Canada.

- Salary range: \$60,000 - \$75,000
- Health and dental benefits package is provided to employees
- 3 weeks paid vacation leave, plus office closure between December 25th-January 1st, and personal and sick leave
- Flexible working hours
- Monthly cell-phone stipend

How to Apply

Please submit your cover letter and resume by May 4th, 2026. This position will remain open until a suitable candidate is hired. If you are interested in the opportunity and have the above qualifications, please send your resume and a cover letter as a single PDF file to the attention of Director of Policy and Research, Katie Fettes, at katie.fettes@cog.ca.

Learn more about COG at www.cog.ca. Thank you for your interest.