



Veal Farmers of Ontario

130 Malcolm Rd. Unit 2

Guelph, Ontario, N1K 1B1

Tel: 519-824-2942

www.vealfarmers.ca

www.ontariovealappeal.ca

www.calfcare.ca

Member Services Coordinator Job Posting

ABOUT US

Veal Farmers of Ontario (VFO) is a farmer-run organization that represents the interests of Ontario veal and dairy calf farmers. Guided by our vision of proactive and engaged leadership for Ontario dairy calf and veal cattle farmers, VFO is dedicated to supporting a strong, sustainable forward-thinking industry. Our mission is to provide leadership that promotes growth and development through collaboration and communication, ensuring the continued success of our farmers and the sector as a whole.

JOB SUMMARY

Veal Farmers of Ontario is seeking a **Member Services Coordinator**. This position offers the opportunity to work with VFO members, gain insight into industry programs and policy, and contribute to initiatives that support a resilient and forward-thinking sector. As a key member of the VFO team you will be supporting members, contributing to communications, and helping deliver programs that make a real difference on farms across the province. The successful candidate will serve as a key point of contact for members and play an important role in maintaining strong relationships within Ontario's veal and dairy calf sector.

KEY RESPONSIBILITIES

- Assist members with questions related to licence fees, reporting requirements, programs, and available industry resources.
- Help deliver programs and services that support Ontario veal and dairy calf producers.
- Contribute to industry communications, including magazine articles, newsletters, and reports.
- Assemble market and trade reports for distribution to members.
- Support the planning and execution of industry events, workshops, and meetings.
- Work collaboratively across the organization to support member experience and engagement.
- Support data-driven decision-making through the administration of VFO databases.

QUALIFICATIONS

- Post-secondary education in agriculture, business administration, communications, or a related field, or equivalent experience.
- Familiarity with Ontario agriculture or livestock industries is considered an asset.
- Strong interpersonal and communication skills.
- Excellent organizational skills and attention to detail.
- Proficiency with Microsoft Office and database systems.
- Ability to manage multiple priorities and work independently.

Working Conditions:

- Hybrid position based out of the VFO office in Guelph, Ontario.
- Overtime, weekend work, and travel will be required to support special VFO events, such as the Annual General Meeting, seminars, or conferences.
- A valid driver's licence and access to a personal vehicle is required.

Compensation and Benefits:

- Compensation commensurate with experience.
- Comprehensive health coverage benefits.
- Employer-matched RRSP contributions.
- Expense reimbursement for work-related expenses.
- Paid time-off and vacation entitlement.

Application Process:

- Qualified applicants may submit their resume, cover letter, and salary range expectations to info@vealfarmers.ca by **April 30th, 2026**
- Include "Member Services Coordinator" in the subject line.
- While we appreciate all applications, only individuals being considered for the next phase of the review process will be contacted

Veal Farmers of Ontario is an equal opportunity employer, committed to meeting the needs of all individuals in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Human Rights Code (OHRC). As such, the organization will make accommodations available to applicants with disabilities upon request during the recruitment process, please email info@vealfarmers.ca