



Job Announcement

Date	February 1, 2022
Position:	Program Director
Program	Farmer Development and Support Program
Employment Status:	Full-time, exempt
Reports To:	Executive Director
Starting Salary	\$60,000 annually
Compensation Range	\$60,000 - \$80,000 annually
Employment Benefits:	Monthly healthcare reimbursement, 3% employer-match SIMPLE IRA retirement account, paid parental leave, and generous personal time off.
Application Process:	Send cover letter and resume to Kevin Oster, Program Director, Farmer Development and Support Program at kevin@gofarm.org . Applications will be accepted until the position is filled.

Founded in 2014, GoFarm envisions a local food system that is equitable, resilient, environmentally sustainable, and inclusive. ***Our mission is to train and support local farmers, connect people with local agriculture, and increase equitable access to nutrient-rich food grown in Colorado.***

Position Summary:

GoFarm is seeking a Program Director to manage all facets of its Farmer Development and Support (FDS) program. FDS builds farm ownership and farming careers by providing training, education, peer mentorship, access to land or other resources, community building, networking opportunities and advocacy on local farming-focused policy efforts. FDS includes a 2-year Incubator Farmer program designed to help beginning farmers launch their own farm businesses. It also includes a 16-week Whole Farm Planning Course administered by GoFarm and taught by local farmers that covers both agricultural and entrepreneurial skills necessary to run an urban market farm. The FDS program aims to reduce barriers to entry for aspiring farmers, especially for historically marginalized communities, such as those identifying as BIPOC, LGBTQ+ or veterans.

The Program Director works to support Incubator Farmers as they launch their businesses, connecting them to local farmers and other resources. The Program Director should assist Incubator Farmers with identifying land and building a business model around their farm. They should serve as a connection between local experienced farmers and beginning farmers to build a supportive community that develops the next generation of farmers in the Denver metro area.

The Program Director is also responsible for managing and evaluating programming, planning and implementing new activities, and developing and maintaining partnerships that support GoFarm's mission and the goals of the FDS program. The Program Director also works closely with the Executive Director and grant writing staff on program-related grant applications and reports and is responsible for program-related budgeting and financial management.

Primary Responsibilities:

Program and Services:

- Recruit and supervise program staff and interns, working closely with the Farmer Training and Education Coordinator.
- Demonstrate a strong commitment to equity within the program as well as the organization.
- Coordinate program activities including but not limited to the following:
 - Lead the recruitment and program acceptance process.
 - Oversee 16-week Whole Farm Planning Course.
 - Assist Farmer Training and Education Coordinator in planning and implementing WFPC courses from October to March, including teaching classes as necessary.
 - Plan and execute monthly on-farm workshops from March to October.
 - Provide on-site technical assistance in agricultural production and business development and conduct regular check-ins with Farmer Incubator participants.
 - Coordinate and train FDS mentors to work with incubator farmers, interns and other program participants.
- Meet the objectives and reporting requirements for all existing program grants.
- Develop strategic vision, goals, and metrics associated with beginning FDS education and training, land access, fundraising, and resource development in collaboration with community partners.
- Evaluate the FDS program on an annual basis and report findings to GoFarm staff and community partners.
- Manage and coordinate FDS resources such as the Farmer Tool Rental Program (tool maintenance, rental coordination, reporting, etc.).
- Plan and implement community building and networking opportunities for local farmers.
- Manage relationships with local farmers, including recruiting and onboarding new farmer partners.
- Maintain existing partnerships, recruit new partners, and implement new projects that enhance and benefit the FDS program.

Administration and Fundraising

- Lead annual budget development for FDS program and monitor monthly expenses.
- Collaborate with GoFarm team to develop strategic plan goals, objectives, and action steps.
- Support programs and fundraising efforts where appropriate.
- Provide general reports and data as needed.
- Seek new funding opportunities and engage in grant writing process.

Marketing and Community Engagement

- Work with GoFarm's Director of Marketing and Development to create promotional and other program materials as needed for FDS.
- Coordinate and facilitate program evaluation and share findings and feedback with GoFarm staff, community partners, and funding sources.
- Work with community partners on the Jeffco Land Access Project including community outreach to connect with landowners, conducting site visits to assess the viability of farming sites, and assisting with the creation of lease agreements.
- Work with partners on local policy issues impacting FDS and stay up to date on state and national policy that impacts the farming community.

Skills and Qualifications:

- Demonstrated commitment to continued professional development to strengthen capacity to work through an equity lens for social, economic, and racial justice.
- Bachelor's degree in agriculture or a related field or equivalent experience.
- 2-5 years' experience with program management and non-profit administration.
- Minimum of three years grant writing, reporting, and management.
- Proficient with Microsoft Office programs, Google Suite, and Adobe programs with a willingness to learn and adopt new software and online tools.
- Self-directed, able to take initiative, and demonstrated attention to detail and program management.
- Ability to work collaboratively in a team environment and comfortable working with diverse groups of community stakeholders.
- Ability to manage multiple concurrent projects and prioritize appropriately.
- Comfortable with ambiguity, flexible, willing to learn, and passionate about food equity and sustainable food systems.
- Creative problem-solver with a desire to continuously improve the FDS program based on participant feedback and new opportunities.
- Strong leadership, diplomacy, interpersonal skills, and ability to show empathy.

Work Environment:

This position requires a mix of office and fieldwork to plan and manage the FDS program. The GoFarm staff shares office space and promotes a fun and collaborative team culture. Applicants should be self-motivated and able to work independently but can expect significant support from the Executive Director and the rest of the GoFarm staff. Applicants will need their own reliable transportation, as well as a valid US Driver's License with a clean driving record. Applicants must be able to lift 50 pounds and stand for long periods of time.