

Farm Operations Manager Job Description

FoodChain, Lexington, KY

FoodChain forges links between our community and fresh food through education and demonstration of sustainable food systems. Our program goals are to improve access to fresh food, educate and demonstrate innovative growing techniques, offer cooking classes focused on health and affordability, increase local food distribution, and make a difference through job training and living wage employment.

As Farm Operations Manager for FoodChain, you take responsibility for all FoodChain on-site aquaponic farm production. You will work closely with the Education Director and with customers for FoodChain's aquaponics products. You will report directly to the Executive Director.

The Farm Operations Manager must be committed to FoodChain's mission to provide education and demonstration of sustainable indoor food production as a means of bringing people together around food. As a key spokesperson for FoodChain, this role is a reflection of FoodChain's community focus and will need to be comfortable operating in a "working classroom."

As part of the small team of FoodChain staff, the Farm Operations Manager will need to maintain a strong network of partners and friends, by identifying new partners and friends as well as making existing partners feel engaged and excited. FoodChain's success depends on the masses, not the few.

This is a part-time position with 20 hours/week. Salary range from \$13-\$15/hour depending on experience. Resume and cover letter must be submitted to info@foodchainlex.org before 5pm on May 12th. Anticipated start date is June 5, 2017.

Responsibilities

- Manage the farm operations, including the existing indoor and rooftop aquaponics systems, according to legal and management requirements and to meet board goals.
- Conduct tours of the farm in line with the educational mission of FoodChain.
- Administer farm sales. Cultivate and coordinate relationships with buyers.
- Train and coordinate with volunteers for farm assistance.
- Keep good records according to best practices and in formats that can be shared and understood by FoodChain collaborators, the Executive Director, and board members.
- Manage the FoodChain farm budget according to management and board goals.
- Research and apply best practices and innovative additions to the farm. Expand farm-based demonstration and education opportunities.
- Be on call as the emergency contact in case of problems at the farm.

Preferred qualifications

- Good collaborator and excellent self-manager
- High priority commitment to developing others and developing oneself
- Good interpersonal skills and a consistent, solution-oriented attitude
- Ability to operate effectively in a demanding, public, constantly evolving team environment that requires high energy and flexibility
- Good verbal and written English communication skills
- Independent problem-solver and multi-tasker.
- Ability to apply best practices to electronic record-keeping, process tracking, and documentation to communicate results and issues easily and effectively
- Able to use small power tools, basic design and construction, ability to lift 50 lbs, comfortable with manual labor.