



## **Poudre Valley Community Farms is hiring!**

**Job Title:** Land and Access Program Manager

**Location:** Fort Collins, Colorado

**Employment type:** Full time

**About us:** Poudre Valley Community Farms is a Northern Colorado nonprofit dedicated to helping farmers and ranchers grow local food by connecting them to land, water, and infrastructure. Farmland in Northern Colorado is disappearing at an alarming rate, and our purpose is to provide stability to local farmers and ranchers by conserving farmland and providing long-term leases at prices below market rates. Today, we manage 350 acres of land across Northern Colorado and have enabled 12 producers to grow meat, vegetables, fruit, and dairy for the community. Our first farmers began working PVCF land in 2018 and we continue to add new producers who are dedicated to growing local food for our community. Our team culture blends fun, compassion, expertise, and hard work with a flexible, get-things-done attitude. We value learning, growing, and taking new approaches to supporting local farmers and ranchers and ensuring the preservation of farmland in Northern Colorado. We are excited to welcome new staff who are committed to bringing joy and passion to achieving our mission.

**The opportunity:** We are seeking a Land and Access Program Manager to oversee operations of our farm properties, manage producer relationships, and build new partnerships to expand our network of land and producers. The ideal candidate will have strong interpersonal skills to effectively manage relationships with producers and stakeholders and a background in agriculture and property management.

**Compensation:** The starting annual salary range for this full-time position is \$40,000-\$45,000, depending on experience and qualifications. We offer a competitive benefits package including a flexible weekly schedule, generous paid leave, a health insurance stipend, employer matching for retirement savings, and CSA membership at one of our partner farms.

### **Your roles:**

- *Property operations (50%):* Manage farm property operations, including infrastructure construction, managing shared land and infrastructure access, irrigation management, and maintenance. Support application of Conservation Agriculture practices. Update policies and procedures for farm operations. Assist in developing long-range plans, budgets, and financial resources to support farm operations.

- *Producer relations and recruitment (30%):* Develop and maintain positive relationships with existing producers, including responding to concerns, holding regular coordination meetings, onboarding new producers, monitoring for adherence to policies, and participating in annual evaluations. Expand the network of producers connected with PVCF from which to recruit future producers.
- *Landowner coordination and recruitment (10%):* Hold planning and coordination meetings with current landowners and new partners. Evaluate new property opportunities, develop budgets for onboarding and operations, and develop plans for potential farming operations.
- *Planning and Evaluation (10%):* Set, track, and report on land and access goals to the Executive Director and Board of Directors. Develop and collect metrics to measure the impact of PVCF work for producers and landowners. Maintain accurate records of leases, agreements, farming activities, and legal documentation.

**Required experience, skills, and qualifications:**

*Technical skills:*

- Experience engaging a dispersed network, including strong relationship-building and negotiation skills and experience
- Working knowledge of a broad range of maintenance, construction, and repair skills
- Excellent project management skills
- Working knowledge of Google Suite and comfort with technology
- Understanding of the operations of small scale farms and ranches in the West
- Knowledge of sustainable agriculture practices

*Personal attributes:*

- Excellent communication and interpersonal skills
- Detail focused and committed to doing a job right
- Reliable and proactive in the approach to job duties
- Highly organized and adept at record keeping
- Ability to work independently and as part of a team
- Brings a sense of fun, positivity, and playfulness to their work

*Experience and education:*

- 2 or more years experience in small scale farming, farm management, land management or related roles
- Valid driver's license

*Working conditions:*

- Work will be both on working farms and ranches and in a remote office setting
- Must be able to work flexible hours, including some evenings and weekends
- Must be able to perform essential job functions on a daily basis, including lifting and carrying up to 50 pounds, climbing ladders, running equipment, standing and walking for

extended periods, and performing repetitive tasks, among other duties. Work will often be outside, in a variety of weather conditions.

**How to apply:** If this sounds like you, we'd love to hear from you. Please send your resume/CV, cover letter, and contact information for 3 professional references to [info@poudrevalleycommunityfarms.com](mailto:info@poudrevalleycommunityfarms.com). Show us why you are the right fit for our community and our mission.

Application deadline is November 24, 2024. Submissions will not be reviewed before this time. The position will remain open until filled.

Poudre Valley Community Farms is an equal opportunity employer. We encourage applicants from all backgrounds to apply.