



Farm Manager

Frogtown Farm is seeking a well-rounded and outgoing individual with strong farming skills and a commitment to community-based food systems to be its first Farm Manager. This is an exciting opportunity to be a part of the leadership team of one of the largest contiguous urban farms in the country.

The Farm Manager will be responsible for all aspects of planning and implementing long-term strategy and daily operations of this 5-acre urban farm in order to meet production and programmatic goals. This position requires dedication and skill in working with people from many backgrounds, creativity and commitment to the vision and mission of Frogtown Farm.

Organization Summary

Frogtown Farm is a community-based nonprofit organization that is located in the Frogtown neighborhood of St. Paul, Minnesota. The farm will be one of the largest urban farms in the country with 5 acres of land within a 12.7-acre park. Frogtown Farm has experienced enthusiastic and broad-based support from the community, public and private sectors and the philanthropic community. 2016 will be the first full growing season for the farm.

The vision of Frogtown Farm is to create a hub for a healthy food system that fills gaps in food production, storage, manufacturing and distribution. With spokes that reach beyond its acreage and the Frogtown neighborhood, Frogtown Farm will be recognized as a destination for those seeking learning, innovation, reflection, celebration and authentic community. Rooted in values of social equity, justice and inter-connectedness, this urban farm on the hill will serve as a model for multi-cultural community and a catalyst for economic development, wealth creation, land stewardship, community pride and sustainability.

Position

The position will be full-time, reporting directly to the Executive Director. The salary range is \$45,000-\$55,000 depending on qualifications and experience. Frogtown Farm provides a competitive benefits package.

Essential Duties & Responsibility

FARM MANAGEMENT

- With the Executive Director, develop long-term integrated plan for farm operations
- Develop and implement crop plan, planting and harvesting schedule for each season
- Manage the marketing, sales and distribution of all crops
- Create annual budget for all farm related activities
- Track farm operations and data, including crop plans, energy consumption, harvest log, germination rate, planting schedule, growth tracking, compost production and soil nutrient management

- Research and coordinate development of irrigation plan for fields, hoop house and green house and oversee installation and implementation
- Research urban farm security methods and processes and determine viability of security system; oversee implementation of system
- Research, purchase and maintain all farming supplies, tools and equipment
- Complete process for organic certification and ensure compliance ongoing
- Utilize sustainable organic agricultural methods, including weed and pest management and development of soil structure through composting and other organic methods
- Responsible for compliance with all city, county and state agricultural, food and safety policies, including procuring permits for any future market stands etc.
- Work with Executive Director to hire and supervise additional farm personnel

PROGRAM & ORGANIZATIONAL SUPPORT

- Be an active and articulate ambassador for Frogtown Farm
- Lead tours on the farm in collaboration with Executive Director and community outreach team
- Communicate with partner organizations and individuals to ensure all parties farming on-site comply with organic standards and operate within the established farm plan
- Assist in developing farm training program
- Work with staff and partners to develop alternative sources of energy for farm operations
- Research and identify potential local and federal sources of grants and work with Executive Director to submit applications and reports as needed
- Assist with preparation of farm reports for Board meetings and grant reporting

Qualifications

- Degree or certificate in Sustainable Agriculture, Plant Science, Horticultural or related field; or completion of other alternative formal farm training program
- 5+ years vegetable farm management using sustainable agriculture practices – urban agriculture experience a plus
- Knowledge and interest in the unique and complex aspects of urban agriculture
- Experience operating and maintaining tractors, trucks, tools and other farm equipment
- Valid driver's license
- Working knowledge of organic and sustainable farming standards and techniques
- Ability to lift 50 pounds and take part in physical labor in all weather conditions
- Basic carpentry and mechanical skills
- Interest and commitment to establish and maintain relationships with all staff, representatives of local and state agencies, other community organizations and individual community members
- Computer skills required to develop budgets, communicate with colleagues, and implement farm plan
- Ability to work independently
- Ability to work weekends and evening hours during peak growing season
- Ability to manage assets resourcefully – equipment, labor etc.
- Knowledge of composting systems and fruit tree management preferred
- Commitment to mission and values of Frogtown Farm

To Apply

This position is open until filled. Applications will be reviewed as submitted, so early application is encouraged. Please submit an email with current resume, cover letter and 3 professional references to eartha@frogtownfarm.org. Include "Your name: Farm Manager" in the subject line.