



## Farm Foundation Position Open Farm Programs Manager

Title: Farm Programs Manager  
Supervised by: VP of Programs and Strategic Impact  
Status: Full-time, exempt

### About Farm Foundation

Farm Foundation leverages the power of collaboration between food and agricultural stakeholders to advance agriculture in a positive direction. Our unique approach combines the trust and reliability of a “think tank” with the impact and urgency of a “do tank.” We are an accelerator of practical solutions for agriculture, accelerating people and ideas into action.

Founded in 1933, Farm Foundation is believed to be the first foundation created specifically to serve agriculture and rural communities in the United States. The Foundation builds momentum behind meaningful solutions to address the urgent issues facing our industry, from farmer health to developing the next generation of farmers and agricultural leaders, to conservation and sustainability, market development, and digital agriculture.

The Farm Foundation is a multistakeholder, nonpartisan group comprising farmers, executives, academics, and government leaders. We address social, environmental, and economic issues using innovation, education, and policy to achieve tangible results. For more information about our programs, visit [farmfoundation.org](http://farmfoundation.org).

### The Opportunity

While our organization is 92 years old, we are at a juncture that feels like a new start-up. We’ve undergone a rebranding of our institutional identity to become the “go-to” accelerator of practical solutions for agriculture. This year, we are completing the implementation of our five-year strategic vision, which includes new programming at our Innovation and Education Center in the metro area, designed to deliver best-in-class digital and in-person experiences that support our mission. We are now entering the next phase, launching our next 3-year strategic plan, where our Next Generation programs will play a key role.

### Position Summary

The Farm Foundation is seeking a Farm Program Manager to support and execute our portfolio of projects and programs, with a specific focus on delivering all programs and initiatives related to farming. The Farm Program Manager will provide high-quality programming to various stakeholders within the food and agriculture value chain. Working with the Vice President of Programs and Strategic Impact, the Farm Program Manager will provide programmatic and administrative support and assist with logistics and coordination for Farm Foundation events, in conjunction with the rest of the team. This role will oversee the launch of our *FarmPath* Program, a national initiative designed to support and cultivate young agricultural

entrepreneurs across the United States. They will be responsible for program and curriculum development, participant recruitment, content delivery, partner engagement, and evaluation for the program's inaugural cohort of up to 300 beginning farmers. The FarmPath Program Manager will play a critical role in ensuring the program's success—building infrastructure for future years, coordinating with mentors and subject matter experts, and developing a robust online Young Farmer Toolkit to reach a broad audience. This is a unique opportunity to help shape a flagship national program designed to lower barriers to entry for the next generation of farmers.

This role will also manage other key farm-related programs like our Ag Bootcamps, Ag Labs, and our Young Farmer Accelerator.

Specific responsibilities would include:

#### **Program Design & Implementation 40%**

- Design and manage all aspects of our new FarmPath program, including designing and hosting eight seminar courses, workshops, and online modules on farm business planning, financing, sustainability, and marketing.
- Lead the creation and launch of the FarmPath Online Toolkit, ensuring it includes high-quality resources, tools, and educational content.
- Develop participant engagement strategies to maximize retention and impact.
- Work with key industry, government, and non-profit partners to ensure that we are sharing the most up-to-date and relevant information in our seminars and online resource toolkit.
- Work with the VP of Operations on creating a variety of farm-related educational experiences on our campus.
- Create valuable experiences, networking, and learning opportunities for participants selected to participate in our Young Farmer Accelerator Program.
- Design and execute on-farm educational programs (aka AgLabs) for a variety of stakeholders

#### **Participant Recruitment & Support 25%**

- Recruit a diverse national cohort of up to 300 beginning farmers, with intentional outreach to first-generation farmers, BIPOC, women, immigrants, and underserved communities for the new FarmPath program.
- Serve as the primary point of contact for participants, responding to questions, tracking progress, and connecting them to resources.
- Attend events both in person and virtually, to recruit potential program participants.

#### **Partnership Development 15%**

- Build relationships with agricultural organizations, educational institutions, lenders, extension leaders, and other farmer networks to strengthen program offerings and recruitment pipelines.

- Coordinate with experienced farmers, educators, leaders, mentors, and subject matter experts to deliver relevant, practical content.

#### **Monitoring & Evaluation 5%**

- Establish systems for collecting participant data, feedback, and program impact metrics.
- Prepare progress reports for internal leadership and external stakeholders.
- Keep the Farm Foundation staff apprised of emerging trends, issues, and opportunities in the agriculture sector.

#### **Communications & Outreach 10%**

- Collaborate with Farm Foundation's communications team to develop marketing materials, social media content, and participant spotlights.
- Represent the program at agricultural events, conferences, and community meetings.

#### **Other 5%**

- Represent Farm Foundation at events, forums, etc.
- Participate in internal and external meetings as required
- Protect the Foundation by keeping information confidential
- Other duties as assigned.

#### **Required Skills and Work Experience**

- Bachelor's degree in agriculture, agricultural education, nonprofit management, rural development, or related field.
- 5+ years of experience in program management, agricultural education, or farmer support initiatives.
- Strong understanding of agricultural production systems, farm business planning, and sustainability practices.
- Demonstrated ability to work effectively with diverse populations, including beginning and underserved farmers.
- Exceptional organizational skills with the ability to manage multiple priorities and deadlines.
- Strong communication and relationship-building skills; comfortable presenting to groups and facilitating workshops.
- Experience developing online educational tools or managing digital platforms preferred.

#### **Compensation**

The salary range is \$65,000-\$75,000, commensurate with experience. The benefits package includes medical coverage (with a percentage of the premium paid by the employer, based on the chosen plan) and life, short-term, and long-term disability coverage. Retirement plans are offered with a 5% employer contribution and an additional 4% match of employee contributions. Comprehensive leave and ½ day Fridays in the summer.

#### **Required Qualities**

- Commitment to Farm Foundation's mission and vision statements
- Excellent attention to deadlines and details. Strong drive and initiative to deliver excellence
- Ability to motivate and collaborate effectively with team members, vendors, and stakeholders
- Commitment to inclusivity and diversity
- Ability to manage a fast-paced, at times high-volume workload
- Ability to thrive on a small team and pitch in when needed.

### **Work Environment**

- This position operates in a blended remote and professional office environment that is accessible. The candidate should be prepared to commute regularly to our farm campus in Libertyville, Illinois. Some travel to off-site locations may not be accessible.
- This is a full-time position. Occasional evening and weekend work may be required, e.g., for events.
- National travel is required, approximately three one-week trips plus several three/to four-day trips a year.
- This role routinely uses standard office equipment such as computers, phones, photocopiers, scanners, and filing cabinets. While performing the duties of this job, the employee is required to talk, hear, and use hands to operate office equipment. The employee must occasionally lift and/or move objects up to twenty-five pounds
- Workplace is a smoke- and drug-free environment.
- Equal Opportunity Employer. Decisions and criteria governing the employment relationship with all employees are made in a non-discriminatory manner, without regard to race, ethnicity, creed, religion, color, sex, sexual orientation, gender, gender identity, age, national origin, citizenship status, military service and/or marital status, order of protection status, handicap, disability, or any other factor determined to be unlawful by federal, state, or local statutes.

### **How to Apply**

- Submit (1) an attached cover letter, (2) an attached resume, (3) indicate in your email how you learned of the position opening, and (4) your salary range requirement to [careers@farmfoundation.org](mailto:careers@farmfoundation.org)
- Write your last name, then your first name in the subject line
- Interviews will begin when qualified candidates apply. The position is to start as soon as possible.