

Rio Grande Farm Park Program Director

San Luis Valley Local Foods Coalition - Alamosa, CO



The San Luis Valley Local Foods Coalition seeks a RGFP Program Director to manage and implement Rio Grande Farm Park programs and operations. The RGFP Program Director is responsible for ensuring equitable, sustainable, effective, and efficient programming that achieves RGFP's vision and works toward the SLVLFC mission. This position is responsible for the strategic direction and growth of the RGFP programming and will report to the SLVLFC Executive Director and RGFP Advisory Committee.

About the San Luis Valley Local Foods Coalition

The RGFP Program Director will join a dynamic team at a grassroots nonprofit working to foster an equitable local food system in the San Luis Valley. The Rio Grande Farm Park, a program of the SLV Local Foods Coalition, holds at its core preservation and creation: the preservation of the San Luis Valley's agricultural heritage, precious water resources, and open public spaces; and the creation of economic development, healthy living practices, and educational opportunities. Together we can make a significant contribution to agriculture, nutrition, and healthy food access in the San Luis Valley. More information about us: slvlocalfoods.org/ and riograndefarmpark.org

Specific Responsibilities will include:

Program Management

- Oversee and manage Rio Grande Farm Park programming and deliverables, including Farmer Incubator Program, family garden plots, environmental & agricultural education, and volunteer, donor & community engagement activities
- Develop program plans, data collection, and evaluation strategies and regularly report on program progress and outcomes to funders, leadership, and the community
- Recruit program participants and lead marketing efforts
- Communicate program needs to RGFP Farm Manager and other staff and ensure deliverables are being met

Administration, Fundraising, and Stewardship

- Assist Development Director with fundraising and grant writing/management; responsible for managing grant deliverables
- Work with Executive Director and Development Director on annual budgets, resource development plans, annual reports and financial management while keeping good financial and programmatic records
- Plan and implement volunteer & donor stewardship events and activities
- Support event coordination for annual Harvest and Educational Festival LOCAL! event

Staff Supervision and Community Building

- Supervise RGFP staff, interns, and full-time service members (AmeriCorps VISTA and Mennonite Voluntary Service); hold regular staff meetings and uphold AmeriCorps supervision policies
- Coordinate with stakeholders including RGFP Advisory Committee, SLVLFC Board of Directors, community partners/coalitions, and the community at large
- Develop and maintain external relationships and partnerships

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Qualifications & Experience:

- Bachelor's degree or equivalent experience in nonprofit program management, regenerative agriculture, or other relevant field
- Understanding of regenerative/sustainable agriculture and passion for SLVLFC mission
- Proven management experience with demonstrated leadership, problem-solving, critical thinking skills
- Organized, systems-thinker who can effectively manage multiple projects at once
- Ability to communicate with and respond to various stakeholders' needs with the understanding this is a community project
- Experience with volunteer management, fundraising, program coordination, program evaluation, or general nonprofit management
- Bilingual English and Spanish strongly preferred
- Understanding of the diversity of San Luis Valley communities, traditions, and cultural values and experience working directly with people from diverse racial, ethnic, and socioeconomic backgrounds.
- Proficient in technology and Google/Microsoft Suite of programs

Benefits/Details:

- 32-40 hours per week depending on experience and skill set
- Annual salary range of \$30,000 and \$40,000 depending on experience/FTE%
- Paid time off, paid holidays, and flexible work schedule
- Optional 50% employee funded health/dental insurance
- Discount at Valley Roots Food Hub
- Opportunities for professional development and networking

To apply: Please send a Resume and Cover Letter to opportunity.slvlocalfoods@gmail.com by **July 31, 2020**.