



Lansing Roots Program Manager

Overview

The Greater Lansing Food Bank (GLFB) seeks a full-time Program Manager for Lansing Roots to start ASAP. The Lansing Roots Program Manager will be responsible for management of the Lansing Roots program, including managing the farm site, managing staff, grant and funding reporting, and ensuring the long term success of the program. This position is both hands-on in the field and in the office supporting individuals starting their own farm businesses. The GLFB is looking for an energetic and outgoing person to help grow our new program.

Lansing Roots is consistent with the GLFB's long term (30+ years) support of community gardening through the Garden Project program and as such, fits into a larger component of fresh food and self-sufficiency programming.

Program Description

The GLFB has secured funding from the USDA's Beginning Farmer and Rancher Development Program, private foundations and community support to kickstart a new program, Lansing Roots. Lansing Roots is a farm business incubator that assists low-income, historically underserved, and/or beginning farmers in starting their own small-scale farm business. We lease approximately 10 acres of agricultural land and provided space to 8 different farms our first year. We expect to support around 12 farms this season, while launching a multi-producer CSA to help sell our farmers goods. Lansing Roots farm also keeps a demonstration farm space that can be used for production to ensure fresh produce to those in need through more traditional food bank channels. Please visit greaterlansingfoodbank.org for more information on Lansing Roots, including our FAQ's.

Duties and Responsibilities

- Continue development and management of Lansing Roots program; including farm management, marketing and education
- Assist incubator farmers in Lansing Roots Growing Farmers initiative in creating successful small scale farm enterprises
- Manage a small team (3-5) of Lansing Roots staff, including Americorps members, interns and GLFB employees
- Organize, schedule or lead (as appropriate) a series of classes and workshops targeted at the technical aspects of growing/farming for Lansing Roots cohort
- Assist the Lansing Roots cohort of training farmers in day to day production
- Work with Lansing Roots staff and GLFB warehouse staff to ensure the delivery and distribution of fresh produce grown in the Demonstration farm space to those in need
- Manage program budget and finances
- Follow all reporting and guidelines as required by funding sources
- Continue to build outreach and education capacity through direct contact with community members

Qualifications

- Significant experience in small scale farming or agriculture (2+ years preferred)
- Education/instruction experience in agriculture preferred, including business management
- Demonstrated leadership skills
- Strong record keeping, organization and computer skills
- Experience with and comfortable interacting with individuals from diverse cultural, income and ethnic backgrounds
- Experience in a management or supervisory role with volunteers or staff

- Ability to work in adverse weather conditions and lift up to 40 pounds
- Ability to work independently or in a group
- Project or grant management experience
- Outgoing and personable with excellent oral and written communication skills
- Passion for localizing agriculture
- Patient and tactful
- Team Player willing to take on additional tasks in the busiest parts of the year

Additional Qualifications

- Accounting or business skills training
- Valid drivers license and ability to acquire Chauffeur's license
- Conflict resolution or facilitation experience
- Proficiency in all MS office applications
- Experience or education in marketing, business, agriculture or community development
- Willingness to learn new things and problem-solve creatively
- Grant or other fundraising experience
- Flexible schedule
- Self-motivation will increase possibilities of position

Compensation

The position is through a federal USDA grant and salary is expected in the mid-\$30K range. It is the intent to continue the position and program past the term of the grant. Full benefits including health, dental, vacation and sick time.

How to Apply

Applications are accepted on a rolling basis until March 28th. It is the intent to fill the position ASAP. Please send **cover letter and resume** to Alex Bryan at alex@greaterlansingfoodbank.org with Lansing Roots Program Manager in the subject line. Preference for .pdf files. Pertinent questions or clarifications welcomed.