



Date Posted: December 2, 2022

Director of Programs Job Description

About Global Growers: Global Growers Network is a 501c3 nonprofit organization based in Decatur, GA that partners with people from diverse cultures to grow fresh food for their families and for local marketplaces. Together, we build and sustain networks of growers, land, resources, and markets in order to create a more equitable food system that is driven by cultural diversity, inclusive economies, and regenerative agriculture practices. We partner with more than 300 talented growers from diverse backgrounds and operate 9 farm and garden sites in the suburbs east of Atlanta. We also recently acquired a 23-acre farm in Rockdale County. Global Growers Network maintains a friendly, flexible, and casual work environment.

Position Summary: The Director of Programs is a new role that reports to the Executive Director to guide and oversee all programmatic work of the organization, including the operations and education/training at all farm and garden sites, including the Rockdale County farm. The Director of Programs will have internal and external facing responsibilities, including driving impact (measurement, evaluation, results-driven implementation plans) and strategy (planning, leadership, transformation). As the scope of responsibilities for this position is broad and varied, the day-to-day work is expected to evolve and transform over the course of our expansion plans.

Candidate Vision: We are adding the new role of Director of Programs for a candidate who is experienced in organizational strategy, managing diverse teams, and has a deep understanding of local agriculture and food systems. Global Growers Network is committed to building a multicultural and multilingual organization with diverse perspectives that will allow us to deepen our impact, especially in serving new Americans and people of color. We especially value candidates who identify with the communities we serve (refugees, immigrants, people of color, low-wealth). The candidate should be focused on building a culture of equity, transparency, and continuous improvement in service of our organizational mission and goals. They should also enjoy the challenge of new learning curves and be committed to equitable food oriented development.

Responsibilities

- Provide leadership, direct supervision, and coaching for farm and garden staff
- Provide oversight to GGN's farm and garden operations
- Ensure systems are in place to monitor, measure, and evaluate the impact of GGN's work

- Liaise with the Executive Director and board of directors to develop strategy, objectives, and performance measures for GGN's garden and farm programs and operations
- Represent GGN with external stakeholders, including other nonprofits, media, government officials, and funders
- Develop and monitor budgets for programs and projects, and ensure that all programs and projects are within budget
- Support the fundraising team to create compelling grant requests that will attract resources to fund new and existing programs
- Ensure garden and farm teams have opportunities to contribute to fundraising vision and all programmatic initiatives are in alignment with funder deliverables
- Support all grant reporting requirements, with co-responsibility for financial reports and lead responsibility for program narratives

Qualifications and Experience Requirements: *Work, volunteer, academic, and other life experiences are all relevant*

- Experience managing personnel and building and leading high-performing teams
- Passion for and broad understanding of local food and farming systems
- High emotional intelligence, ability to develop deep, trusting relationships with diverse individuals from different backgrounds
- Flexibility and adaptability, able to shift communication styles to fit the needs of a wide range of cultures, people, and organizations
- Comfort with uncertainty, learning on the go, while keeping the big picture and strategic goals in mind
- Minimum of 2 years' experience working in a garden or farm setting (e.g. vegetable farming, community garden, cooperative extension, farm-based education)
- Minimum of 5 years' experience in a management/leadership capacity with demonstrated interpersonal and leadership skills
- Minimum of 5 years' experience with program management, including results-driven design strategy, management tools, and evaluation/impact frameworks
- High level of comfort and experience with technology, particularly the Google Suite (Gmail, Google Drive)
- Open to working some nights and weekends as needed, with advance notice
- Access to consistent transportation to be able to travel between GGN sites and to offsite meetings

Compensation: The salary range for this position is \$75,000-80,000 annually, commensurate with experience. Benefits include: Healthcare Reimbursement Account (currently \$370/month), cell phone stipend (currently \$25/month), 401k retirement account (with up to 3% match), paid time off (starts at 2 weeks then accrues) and paid holidays (6 public holidays; 2 floating holidays; 2 weeks bonus time at year-end), and professional development opportunities.

Schedule: This is an exempt position requiring a minimum of forty hours per week with standard working hours, Monday through Friday, along with pre-scheduled evening and weekend work expected on occasion.

Location: Our administrative office is located in Decatur, GA in a nonprofit co-working space operated by the City of Decatur at Legacy Park, a beautiful 77-acre greenspace that is also home to our Decatur's Kitchen Garden and Orchard. Our network of farm and garden sites are located in Decatur, Clarkston, and Conyers. We also maintain a farm office in Conyers. The position will require at least 8 hours/week in the administrative office in Decatur and at least 12

hours/month in the farm office in Conyers. Remote/virtual work is possible outside of necessary in-office responsibilities.

Application Details: Submit a cover letter and resume in PDF format to jobs@globalgrowers.org with subject line: "Programs - lastname."

Your cover letter should detail your interest in this position, including:

- Why are you looking for a new position?
- Why do you feel connected to the work and mission of Global Growers Network?
- How will you use your past work, volunteer, academic, and/or other life experiences to meet the specific responsibilities of this position (as detailed above)?

Applications will be reviewed on a rolling basis. Finalists will also be asked to submit professional references who we may contact.

GGN does not make hiring decisions on the basis of race, ethnicity, national origin, gender, gender identity, sexual orientation, socio-economic background, age, disability, religion, political affiliation, or ideology. We strongly encourage people of color, immigrants, and first generation Americans to apply.