



## **Job Posting**

### **Associate Director of Farm Production**

#### **About the Hudson Valley Farm Hub**

The Hudson Valley Farm Hub, located in Ulster County, New York, is a nonprofit agricultural center dedicated to resiliency in the regional food system. Since the Farm Hub's founding in 2013, we have converted the approximately 1600-acre farm operation to a multi-year rotation of organically grown grains, cover crops, and vegetables with an intensive focus on soil health. Along with machine-scale crop production and improved on-farm infrastructure, we have a suite of [programs](#) and [practices](#) to align with our mission of fostering an equitable and ecologically resilient food system – one that meets the economic and social needs of our communities while working in partnership with natural systems. We host and conduct research, provide farmer training, demonstrate on-farm practices, and support food distribution channels that prioritize people and planet. A diverse, multi-lingual staff of ~65 people serve in varied roles in areas of administration, farm operations, and programs. Learn more about our work at <http://hvfarmhub.org>.

#### **The Ideal Candidate**

We are seeking an Associate Director of Farm Production to join our team! The ideal candidate will have robust agricultural experience in a management role growing food grade grains, dry beans, field crops, and vegetables using organic or regenerative production practices. Successful candidates will thrive in a production environment that is quickly growing and taking on new projects which require on-the-job innovation, creativity, and experimentation. We're hoping to add someone bilingual (Spanish & English) to our team. We're seeking someone who is excited by our innovative production practices, nonprofit mission and ethos, and the opportunity to participate in a collaborative team structure.

#### **Position Summary**

The Associate Director of Farm Production is responsible for the day-to-day management of the Farm Hub's 1600-acre certified organic farming operation, including the production of mixed vegetables, grain corn, soybeans, dry beans, field peas, wheat, straw bales, and other field crops. The position will focus primarily on the management of the Farm Hub's field crops operation (wheat, grain corn, soybeans, small grains, dry beans, cover crops, straw bales), while also overseeing vegetable production from a high level. Areas of oversight will include crop planning, production record keeping, supply ordering, tillage, fertility management, pest and disease management, planting, cultivation, harvest, and post-harvest grain cleaning and packing activities.

Working across the organization's various departments, programs, and partner entities, the Associate Director of Farm Production develops the crop plan and directs its execution in a manner that moves forward the Farm Hub's vision of a resilient regional food system. The position ensures that production operations are happening safely, efficiently, and in accordance with the core ethos and standards of the Farm Hub. The Associate Director of Farm Production leads the Field Crops and Vegetable Teams, supervising production managers and team leads, and is responsible for uplifting existing knowledge and leadership, upholding morale, and fostering growth among team members.

**Responsibilities:**

- Lead yearly crop planning activities in collaboration with the production teams, distribution team, leadership team, and the Farm Hub's external partners/customers
- Oversee the day-to-day production activities of the field crops operation, including all field operations and post-harvest handling
- Direct granary operations, including the cleaning, packing, and loading/unloading of grain crops
- Oversee high level vegetable production management, in close collaboration with Vegetable Production Manager
- Stay apprised of innovations and developments, such as new varieties and practices of organic field crops management; keep up to date with new advances in applied farming technologies
- Oversee the accurate and timely collection of production records, including those pertaining FSMA/GAPs, organic certification, pesticide applications, and inventory
- Coordinate with the Distribution Team to ensure timely and efficient distribution of Farm Hub products
- Work in collaboration with the shop mechanics team to ensure farm equipment is well maintained and kept in safe working order
- Work in collaboration with the facilities team to ensure the proper upkeep and maintenance of farm production facilities
- Collaborate with research partners to develop, install, and maintain trials
- Assist with yearly soil sampling activities
- Assist the Director of Farm Production and the Farm Operations Manager in developing and monitoring budget and expenses
- Supervise Field Crops Production Tractor Operators and Team Members, Vegetable Production Manager, and Vegetable Production Tractor Operators
- Assist with skills and safety training of Farm Hub staff
- Serve as a representative or public spokesperson of the Farm Hub at external events, field days, and conferences, as requested
- Serve as liaison to the local farming community and help to promote and maintain good relationships with customers, neighbors, and partners
- Actively participate in creating a culture of safety (both physical as well as emotional/psychological safety), including seeking out trainings or resources for themselves or their team
- Perform other duties as assigned

*\*The position summary, responsibilities and qualifications are not an exhaustive or comprehensive list of all possible responsibilities, tasks and duties. Full job description is available upon request.*

**Required Experience and Skills**

- Minimum of 7 years of experience managing a farming operation, including the production of field crops (wheat, grain corn, soybeans, small grains, dry beans, cover crops, straw bales) and vegetables using organic or regenerative methods
- Proficiency operating, adjusting, and calibrating large farm equipment including modern tractors, combines, trucks, and implements
- Experience operating granary systems and grain cleaning equipment
- Demonstrated success leading teams and supervising employees
- Commitment to the Farm Hub's mission
- Written and verbal proficiency in English
- Proficiency using Microsoft Office Suite and Google Sheets

- Demonstrated ability to foster a work environment of mutual respect, team building, and collaboration; ability to develop positive relationships with people across different backgrounds
- Experience with upkeep and maintenance of facilities and farm equipment
- NYS drivers' license and clean driving record
- Ability to lift 50 lbs.

### **Preferred Qualifications**

- Verbal proficiency in Spanish strongly preferred
- Knowledge of the Northeast farming community, especially the Hudson Valley
- Experience using crop planning and inventory management software, ERP, MRP, or other record keeping software systems
- Class A CDL
- Experience with precision agriculture technology

**Physical Requirements:** The position requires the ability to sit or stand at a workstation indoors approximately 50% of the time, and alternates between working outdoors 50% of the time. Must be able to climb, stand, sit, stoop, squat, kneel, crouch, bend, stretch, push, pull, reach and occasionally lift and/or move up to fifty (50) pounds. Work may be performed in outdoor agricultural fields and involve exposure to sun, wind, rain, soil, mud, dust, heat, cold and other natural elements. Must be able to withstand working in the direct sunlight and weather conditions ranging from hot and humid weather, moderate rain and cold while performing their required job duties. Requires ability to use fingers and hands to grasp/move objects and record data using pen and paper or on a computer or tablet. Must be able to handle tools required to perform upkeep and maintenance of farm facilities and equipment. Requires the ability to operate heavy machinery, and or automobile to drive to and from various worksites on and off the Farm Hub property. May be exposed to various weather conditions, fumes, odors, dust, heat, and noise. Additionally, will need the ability to sit, stationary at workstation to attend meetings or classes and/or perform computer work.

*Position Details & Typical Schedule:* The Association Director of Production is a full-time, exempt, supervisory position with a 40-55 hour work week (seasonally dependent with half Saturdays during the peak season). The salary range for the position is \$110,000-125,000 annually. We offer a competitive benefits package which includes 100% employer paid health and dental insurance for full-time employees and their families. Some additional perks offered include retirement, life insurance and other wellness benefits.

**To apply:** Please apply for this position via Indeed using [this link](#). If you have any questions or need assistance with submitting your application, please contact us at [hr\[at\]hvfarmhub.org](mailto:hr[at]hvfarmhub.org) and include the following in the subject line: Attn: People & Culture Department - Associate Director of Production.

*Hudson Valley Farm Hub (HVFH) is an equal opportunity employer and does not discriminate in employment on the basis of race, ethnicity, religion, age, gender, gender identity, sexual orientation, marital status, socio-economic status, disability, or medical condition. HVFH complies with federal and state disability laws and makes reasonable accommodations for applicants and candidates with disabilities. If reasonable accommodation is needed to participate in the job application or interview process, please contact the People & Culture department at [hr\[at\]hvfarmhub.org](mailto:hr[at]hvfarmhub.org).*