

Job Posting:

OpenTEAM ACTION Director

About Wolfe's Neck Center

Wolfe's Neck Center for Agriculture & the Environment is on a mission to transform our relationship with farming and food for a healthier planet. Encompassing a demonstration farm, oceanfront campground, wooded trails, and historic buildings, its vibrant campus near Freeport, Maine, serves as a unique hub for education and exploration. Wolfe's Neck Center (WNC) draws upon a rich history of innovation and experimentation to continue the legacy of this place today through regenerative farming, innovative soil health research, and visitor interactions.

Launched in 2019 and led by WNC, the Open Technology Ecosystem for Agricultural Management (OpenTEAM) initiative, is a community-driven platform to provide farmers and ranchers around the world with the best possible knowledge to improve soil health. OpenTEAM is a collaborative community of farmers, scientists, researchers, engineers, farm service providers, and food companies that are committed to improving soil health and advancing agriculture's ability to become a solution to climate change.

As part of its mission, OpenTEAM leads the Alliance to Catalyze Transition Incentives through Open Networks for Climate Smart Agriculture (ACTION for CSA). The alliance offers the systemic tools and approaches necessary to catalyze change by operating in three areas simultaneously: equipping and training Technical Service Providers (TSPs) for CSA implementation, creating transition finance incentives for producers, and developing a robust and self-sustaining marketplace for climate smart commodities. Thanks to a new five-year grant funded initiative from the USDA Partnerships for Climate Smart Commodities, the alliance will offer the resources necessary to implement CSA by training Technical Service Providers (TSPs), creating innovative transition finance incentives for producers of all scales to support this implementation and developing robust marketplace demand for climate smart products.

Position Summary

The Role

This position will be responsible for successful administration and management of the ACTION Project and complex coordination of the alliance. The ACTION Project Director leads the ACTION program staff to develop and implement strategies to promote our vision through collaborative processes, technical assistance, and implementation partnerships.

Responsibilities

Requirements listed below are representative of the knowledge, skill, and/or ability required to perform this job successfully. Reasonable accommodations may be made to individuals with disabilities to perform essential functions.

Strategic Leadership

Wolfe's Neck Center for Agriculture & the Environment does not discriminate on the basis of any protected category and welcomes a diverse pool of candidates. Applicants are selected based on their ability to perform the essential functions of the job, prior related work experience, and references from previous employers. You can read our full code of conduct [here](#). All new hires may be required to provide proof of COVID-19 vaccination (including booster) for employment.



- Develop and update ACTION project direction, developing project plans, and implementation strategies for various workstreams within the larger project and leadership team
- Lead the hiring and managing of staff and contractors to accomplish project goals and work plans on schedule
- Help identifying points of intersection across projects, potential funders; communicate with government and private funders; conduct grant reporting as needed
- Recommend and facilitate the implementation of strategic course corrections to ongoing projects
- Create management structures that will be adaptive to fluid opportunities and risks in a fast moving and growing community.
- Support strategic network building to help achieve the goal of scaling CSA across the nation
- Represent Wolfe's Neck Center and OpenTEAM in public and private settings, including conferences, partnerships, and meetings with government agencies, foundations, and board members

People and Program Management

- Supervise & mentor a team of 4+ staff within WNC/OpenTEAM dedicated to the successful implementation of the ACTION Project, including 3 common onboarding and MMRV Regional Leads, and Contracts Manager
- Manage the program budget, approval and monitoring of program expenditures in conjunction with staff and leadership, and track outcomes to expenditures
- Manage grant reporting needs, including but not limited to tracking and reporting on grant deliverables
- Oversight of contracts management and agreements for the ACTION grant, paying close attention to meeting deliverables in alignment with project budget
- Track and provide visualizations of project progress and work closely with management team, making dynamic adjustments where needed to improve outcomes.
- Work closely with WNC/OpenTEAM senior management and ACTION collaborators to develop and communicate a clear list of goals and expectations
- Assist in the successful onboarding and training of team members & collaborators most integral to project success.
- Provide clear vision, leadership and inspiration for team and community members by maintaining frequent communication, offering encouragement, amending tasks, and providing updates on goal progress
- Create a collaborative workspace that encourages creativity and innovation to get the most out of the team
- Develop professional communications and reports as necessary working closely with the communications team
- Identify improvement opportunities to develop scalable internal processes

Skills & Qualifications

- Bachelor's degree or equivalent in food/agriculture science, ag economics, technology, or related field (master's degree preferred) **OR** 10 years of relevant work experience with project and budget management included required.



- In-depth understanding of the intersection of climate change, environment, food, and agriculture issues and actors, including understanding of the major opportunities and challenges in these areas and with potential partners
- Demonstrated experience building partnership in the public, private, and nonprofit sectors; skilled at conflict resolution and group facilitation
- Self-starter with good judgment; proven ability to drive multiple aspects of projects from inception to implementation within limited time frame
- Stress tolerance and resilience; attention to detail; and ability to work with shifting priorities
- Ability to build strong, trust-based internal and external working relationships and partnerships with diverse stakeholders
- Strong skills working in coalitions and teams: collaborator, relationship builder with strong interpersonal skills
- Strong communications and project and event (often virtual) management skills.
- Support or experience with anti-racism, a demonstrated ability to thoughtfully navigate, implement, and lead on issues related to diversity, equity, and inclusion, and a deep commitment to advancing these values and cultivating and maintaining collaborations with environmental justice organizations.

In particular, we're dedicated to broadening opportunities for individuals from demographic groups that are historically underrepresented. We're also committed to building an inclusive workplace culture where talented people of widely diverse backgrounds can thrive. If you think you are a good fit for the role but don't perfectly fit the skills and qualifications outlined, please don't hesitate to apply.

Other Requirements

- Will spend extended periods at a computer.
- May require travel up to 25% of the time
- Comfortability in agricultural/farm-based environments
- Ability to lift and carry up to 10 pounds
- Legally able to work in the United States (we cannot provide VISA sponsorship)
- Proof of COVID-19 vaccination

Benefits

As a full-time employee, this position is eligible for benefits offered by Wolfe's Neck Center, including health insurance, dental insurance, paid vacation and holidays and our retirement savings plan. Salary range for this position is \$100,000-120,000.

To Apply

Please email a cover letter and resume to jobs@openteam.community with ACTION Director as the subject line. Applications will be reviewed on a rolling basis. Many institutions in the ACTION network are currently hiring. If we feel your skills fit another role in the space, we may want to share your resume with a trusted partner. If you would prefer that we not share your information, please note this in your cover letter.