



DIRECTOR OF PROGRAMS

184 Burnett Road, Freeport, ME 04032
Phone: (207) 865-4469 | Fax: (207) 865-4884
wolfesneck.org

A Bit About Us

A pioneer in sustainable agriculture since the 1980s and operating for decades as Wolfe's Neck Farm, Wolfe's Neck Center for Agriculture & the Environment (WNC) is a Maine-based nonprofit education, research, and visitor center. Close to the greater Portland metro area and set on 600+ acres of incredible beauty, WNC consists of a diversified working, education farm, as well as a 150-site oceanfront campground, miles of hiking trails, and other outdoor recreational opportunities on the forest, marsh, pasture lands, and four miles of coastline.

Position Overview

Wolfe's Neck Center is seeking a Director of Programs who will provide inspirational and effective overall leadership, management, and oversight of all place-based program areas including agriculture, education, research collaborations, and visitor services. These program areas are pivotal in allowing WNC to deliver mission-related impact to thousands of people each year while also generating essential earned revenue.

Reporting to the Executive Director, the Director of Programs will play a central role in WNC's senior leadership team. WNC is seeking a visionary, experienced, entrepreneurial, organized, and charismatic leader who will guide the strategic direction and operation of the organization's programmatic offerings. We are looking for a unique candidate who can bring a whole-farm and organizational vision for our diverse but interconnected programming and enterprises, along with excellent leadership, management, and planning capabilities to implement that vision.

This is an exciting opportunity for the right individual to join a growing organization at a time of considerable growth and expansion. WNC recently opened the doors to a new program center at WNC, the Smith Center for Education & Research, designed to enable the organization to considerably expand across all program areas in the coming years.

Primary Responsibilities

- Provide overall leadership, management, and coordination of operations for all program areas (agriculture, education, research collaborations, and visitor services).
- Proactively work with staff and board in developing and managing relationships with key partner organizations, including other non-profits and businesses, to help strengthen existing programs and identify opportunities for new programs such that WNC programs can support broader efforts throughout the region and across the country in pursuit of a more regenerative farm and food system.
- Directly manage a team of as many as six direct reports and oversee a total program staff of 12 current full-time staff, up to four apprentices, and more than 20 seasonal staff. Direct reports are in place to manage all existing programs.
- Collaborate closely with managers across the organization and other direct reports to the Executive Director
- Further develop a culture of collaboration, innovation, inclusivity, and cooperation to fully leverage synergies across programmatic areas.
- Oversee the financial management of programs, setting ambitious but reasonable targets for revenue and expenses, and ensuring that programs are operated according to the approved budget.

- Prioritize the creation of programs and opportunities that are accessible and inclusive for individuals and groups who represent diverse and/or historically under-represented communities.
- Seek opportunities to expand and diversify sources of revenue in and across all program areas and to create, apply, and share best practices across these program areas.
- Lead the development and implementation of a suite of policies, best practices, standards, and evaluations for all programs that demonstrate the organization's commitment to environmental sustainability, education, continuous improvement, and the highest level of safety and satisfaction.
- Work closely with staff, Board, and consultants to design and create physical spaces that facilitate program efficiencies, sustainability, safety, and growth.

Qualifications

- Eight to ten years of progressive experience culminating in a leadership/management level role in a farm/food-systems setting, education or related organization.
- B.S./B.A. in Education, Agriculture, Environmental, or a related field. A related advanced degree is desired but not required. Comparable professional experience will be considered in lieu of education.
- Strong credentials and knowledge of the food system, sustainable and regenerative agriculture, and the natural environment.
- A demonstrated commitment to experiential education and to inspiring future generations.
- Clear, demonstrated track record in hiring, training, motivating, and supporting high-quality staff.
- Demonstrated skills as an entrepreneurial leader, including the ability to successfully design and launch new initiatives through articulating a clear vision and rationale, developing a sound strategic plan, identifying and obtaining needed resources.
- Advanced skills in managing/growing revenue-generating programs and in financial management
- Ability to work collaboratively as a member of a high-functioning team and develop effective working relationships with people from a variety of backgrounds.
- Strong interpersonal skills and public communication abilities, including excellent customer service and management ability with a diverse workforce, as well as writing and public speaking skills.
- Strong organizational abilities, time management skills, and ability to effectively plan ahead across the program season, and to prioritize and manage multiple projects.
- Energetic, dynamic, and engaging personality
- Ability to deal with high levels of autonomy and to be flexible to the changing needs of a vibrant and growing, but small, entrepreneurial organization, and to work well under pressure.
- Must be able to work a variable work schedule, which includes occasional work on weekends.

Compensation

The Director of Programs is a full-time, year-round position. The starting salary range is \$75-85k. As a full-time employee, this position is eligible for benefits offered by Wolfe's Neck Center, including employer-paid health insurance premiums, dental insurance, paid vacation and holidays, and our retirement savings plan.

To Apply

Please email a cover letter and resume to jobs@wolfesneck.org with the Director of Programs as the subject line. In the interest of reducing waste, please do not mail a hard copy of your materials. Interested applicants are encouraged to apply ASAP. This position will be posted until it is filled but application materials received by September 11th will be given preference. No phone calls, please. Position posted 8/1/23.

Non-Discriminatory Selection Process

Wolfe's Neck Center for Agriculture & the Environment, in accordance with federal Equal Opportunity laws, does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, age, sexual orientation including gender identity or expression, veteran status, or physical or mental disability in the hiring of its employees. Applicants are selected based on their ability to perform the essential functions of the job, prior work experience, and references from previous employers.