



### **Our Mission**

Our mission is to leverage the power of food to end hunger and build healthier communities.

### **Our Vision**

We believe that the fight against hunger and the fight against poverty are one and the same. We envision a future in which food is recognized as a human right and every person is able to feed themselves and their families in dignity. Together, we work to create a more nourished, prosperous region.

### **Our Values**

Our core values define who we are and how we work with our communities. Foodlink and our team members have:

- *Compassion* - treat all with dignity & respect; build kinship with those we serve
- *Innovation* - say yes; avoid complacency risk failure in the pursuit of ending hunger
- *Collaboration* - build a shared vision, create synergies, maximize resources
- *Agility* - respond urgently to the ever-changing needs of our community
- *Stewardship* - maximize the impact of every dollar, donation and asset

## **Job Title: Community Farm Manager**

**Reports to:** Chief Impact Officer

**Status:** Salaried, Exempt, Full-time

**Supervises:** Community Farm Steward

**Start date:** Flexible, Fall 2021

### **SUMMARY**

The Lexington Avenue Community Farm is a 1.33-acre urban agriculture campus located between the Edgerton and Lyell-Otis neighborhoods of northwest Rochester. The farm consists of a large community garden, a commercial growing operation, and public pocket park and play area. Through the Lexington Avenue Community Farm, Foodlink provides opportunities to build connections between the land, our programs, and our community.

After almost a decade of renting 1.33 acres from the City of Rochester, Foodlink purchased the land and an adjacent parcel with a building. We also have the opportunity to rent more land from the City and expand the footprint of our campus. The farm has reached a critical inflection point and we are ready to imagine, plan, and execute innovative and just solutions to produce good food and ensure communities can feed themselves with dignity.

The Community Farm Manager will design, implement, and celebrate activities that draw on partnerships between land, food, community members, and community partners—specifically at the Foodlink Community Farm.

## KEY RESPONSIBILITIES

**Growing community through the farm.** *The farm has reached a critical inflection point and we are ready to imagine, plan, and execute innovative and just solutions to produce good food and ensure communities can feed themselves with dignity.*

### **Develop and implement strategic direction of Lexington Ave Community Farm Campus (40%)**

- Work with the Community Health Programs to develop and implement a process to create a Master Plan for the Farm Campus
- Work with Senior Leadership to identify how the farm supports Foodlink's mission and vision
- Invest in relationships with gardeners, community members, and community partners
- Work with consultants as needed to identify appropriate land-use, buildings, and other large investments to space

### **Cultivate social soil of farm (20%)**

- Work with Community Garden Steward to be responsive to the needs of Community Gardeners
- Attend neighborhood meetings and hold neighborhood events at Farm Campus
- Explore youth programming and employment
- Explore alternative models of community gardening, like a shared production space for people to work and share harvest

**Supporting Foodlink programs through commercial growing.** *Foodlink staff and volunteers also grow food at the Lexington Avenue Community Farm that supports our Curbside Market, Community Kitchen and Nutrition Education programs. This commercial growing operation includes an orchard and apiary.*

### **Oversee farm and community garden (20%)**

- Recruit, train, and supervise a team of volunteers to work on the farm
- Provide labor on the farm as required and as necessary
- Ensure production is in alignment with program and community needs
- Coordinate maintenance and use of recently purchased building for farm and community needs

**Bringing gardening to the classroom and beyond.** *Through our urban agriculture programming, Foodlink collaborates with schools and community organizations in our service area to build teaching and community gardens, and to offer garden-based education.*

### **Support "Growing Together" community health education initiative (15%)**

- Serve as educator for on farm tours and visits
- Provide garden-based education through *Growing Together* curriculum and partnerships

**Pilot strategic growth and entrepreneurial opportunities.** *Cultivate new opportunities to leverage farm towards Foodlink mission and vision. (5%)*

- Connect with and learn from other urban farms and urban farm groups, including serving on the City of Rochester's Urban Ag Working Group
- Pilot opportunity to leverage relationship between food bank and farm through aerobic digester
- Identify ways that farm could contribute to a lasting reduction in hunger through addressing poverty (e.g. farm incubator)
- Identify ways that the farm can contribute to its sustainability through social enterprise opportunities

### **Secondary roles and responsibilities.**

**Support other organizational priorities, as defined by supervisor, given the flexibility required of all staff in a fast-paced, growing organization:**

- Identify and lead the writing of Urban Agriculture grants as they become available to further support this work.
- Provide fee-for-service consultation to community partners who are starting gardens

---

## QUALITIES

- **Mission-driven.** Reflects on the mission often, using it as the north-star for decision making. Proactively seeks information as it pertains to hunger relief and/or how Foodlink operates.
- **Compassionate.** Treats others with dignity and respect.
- **Innovation.** Called to say "yes" to new ideas and opportunities. Not complacent; persist even when new approaches create discomfort or require a departure from the norm.
- **Collaboration.** Creates meaningful relationships with our colleagues, partners, supporters and community members. Collaborates and connects the dots across departments.
- **Agile.** Responds urgently and effectively to the needs presented to us. Quick to adapt and shift focus letting the Foodlink mission serve as the north-star.
- **Stewardship.** Maximizes the impact of resources.
- **Ability to Lead & Influence.** Ability to represent Foodlink publicly. Can inspire smart risks and gain buy-in from others to do things differently. Ability to articulate Foodlink's value proposition across all programs and connect the dots between our programs, products, and services for partners/agencies/funders.

### Preferred candidates will also have:

- 3+ years experience managing vegetable cultivation, ideally in an urban setting
- Experience in community engagement and outreach. Familiarity with the community in which the work will take place is strongly preferred.
- Ability to clearly communicate (speak, read and write proficiently) in English.
- Ability to meet travel requirements associated with this position.
- Ability to work flexible hours which may include evenings and/or weekends.
- Ability to transport/move supplies and equipment, climb stairs with or without reasonable accommodation.
- Ability and willingness to work with diverse audiences and maintain cultural sensitivity.
- Experience with windows-based software including use of the internet and Microsoft Office Suite including Outlook, Word, Excel and Teams; Google Suite, and Canva.
- Ability to communicate effectively, clearly, and with cultural competence through verbal, written and electronic methods.
- Ability to organize, manage, and prioritize multiple tasks, deadlines, requirements, and priorities to complete work in a timely manner and within established deadlines.
- Must possess a valid driver's license with a good driving record, have access to a vehicle and be willing to travel within Foodlink's 10 county service area

**We are actively seeing a diverse pool of candidates for this position and strongly encourage applications from candidates of color.**

---

## SALARY AND BENEFITS

This is a full time, year-round, and salaried position. The schedule will vary across days of the week and flexibility is required, including working on weekends. Foodlink covers 100% of individual health and dental insurance with the ability to acquire family coverage with pretax dollars. In addition to generous paid time off (PTO), we observe 14 paid holidays throughout the year. Opportunity to contribute to a 401k retirement savings plan upon hire. Eligible for generous employer match after one year of service.

---

## PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

A considerable amount of time will be spent working outdoors. While performing the duties of this job, the employee is regularly required to sit, stand, talk or hear. The employee is frequently required to use hands to handle or feel items such as tools, machinery and documents. The team member is required to stand; walk and reach with hands and arms. Specific vision abilities required by this job include close vision, color vision and ability to adjust focus. This position regularly requires the individual to lift objects weighing up to 50lbs.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those a team member encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet.

*Note: The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive. Employees will follow other instructions and perform other related duties as required.*

---

**Everyone is welcome here! Foodlink is an equal opportunity employer. All applicants will be considered for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity, national origin, genetics, veteran or disability status.**