



*The Alliance is an Equal Opportunity Employer.
Visit our website at: allianceforthebay.org*

Position Announcement: **Pennsylvania Agriculture Projects Manager**

About the Alliance:

The Alliance for the Chesapeake Bay (Alliance) is a regional nonprofit organization whose vision is clean streams and rivers flowing through resilient landscapes, cared for by the people who live, work, and play in the Chesapeake Bay watershed; and whose mission is to bring together communities, companies, and conservationists to improve our lands and waters. The Alliance was founded in 1971 and has offices in Annapolis, MD, Lancaster, PA, Washington, D.C., and Richmond, VA.

Job Description:

The Pennsylvania Agriculture Projects Manager is a fast-paced full-time position that will work directly with farmers and a broad set of project partners on agriculture conservation, water quality improvement, and climate smart practices. The Manager will engage directly with farmers, collaborate with riparian and upland reforestation efforts with the Alliance's Forests staff, and regularly engage with other professional partners. The Manager will also provide strategic support for the Alliance's broader Agriculture Program efforts.

Substantial fieldwork is necessary, and, thus, field-savviness is integral to this position. This position is a predominantly remote-based position based in Central Pennsylvania. The position will also supervise a new Pennsylvania Agriculture Projects Associate position, to be hired during the first half of 2025. That position will provide direct support to the specific duties defined below.

Specific Duties of the Position:

- Coordinate the planning and implementation of agriculture BMPs on farms in central Pennsylvania (Centre, Clinton, Union, Snyder, Mifflin, Juniata, Blair, Huntingdon, Lycoming, Northumberland):
 - Conduct farmer outreach within Alliance-corporate partnership frameworks across Central PA.
 - Be the primary point of contact for a rolling portfolio of 25-30 concurrently running farm projects.
 - Provide direct on-site farm support as needed, variable from week to week.
 - Build and maintain relationships with farmers, partner organizations, technical service providers, contractors, and federal and state agencies. Facilitate meetings and communication as appropriate.
 - Oversees components of grant budgets and reporting, including payments, invoices, procurement and contracting, reimbursements, reporting on associated projects, and other similar tasks.
- Support the Alliance's overall Agriculture Program strategic efforts:
 - Supervision of other Alliance Agriculture team members, as assigned.
 - Pursue funding that enables the Alliance to meet its Strategic Goals through the Agriculture Program. Includes leading and collaborating in multiple, varied, successful grant proposals.
 - Participate in Alliance strategic planning efforts, internal committee, and problem-solving oriented teams as assigned.
 - Contribute to the Alliance's various Agriculture Program team efforts.
 - Support external facing communications efforts to engage the Alliance's diverse audiences.
- Provide event support, meeting coordination, and other administrative assistance as appropriate.

Qualifications & Experience:

- Bachelor's degree in agricultural science, natural resources management, biology, environmental science, or other relevant field. A Master's degree may be substituted for 1 year of experience. Candidates with alternative education, but with extensive relevant professional experience, will also be considered.
- 4+ years relevant professional experience (which may include internships) related to the tasks of this position.
- Experience providing direct oversight or supervision in the professional setting.
- Experience successfully working with farmers or landowners in agricultural conservation.
- Working technical knowledge of agricultural BMPs and climate smart practices .
- Excellent communications skills, internally as part of a team and also with external audiences.
- Great time management skills, including the ability to effectively prioritize tasks and manage 25 - 30 farm projects concurrently.
- Independent problem-solver, objective decision maker. Comfortable working remotely.

Supervision: The Manager reports directly to the Senior Agriculture Projects Manager

Hours and Location: The Agriculture Projects Manager is a remote-based position located in Central PA (Centre, Clinton, Union, Snyder, Mifflin, Juniata, Blair, Huntingdon, Lycoming, Northumberland). This position requires travel, primarily to sites across central PA, but occasionally to other parts of the Chesapeake Bay watershed, including to the Alliance's Lancaster, PA Office. Some night and weekend work is required. The position is full-time (40 hours per week).

Salary & Benefits: \$57,500 - \$65,000, commensurate with experience. Competitive benefits include: health, dental, and vision insurance, 403b retirement fund, life insurance, professional development opportunities, vacation, sick, and holiday and other leave, and more.

Application: The information listed below should be emailed to Careers@allianceforthebay.org no later than **November 11, 2024**. Indicate "Pennsylvania Agriculture Projects Manager" in the email subject line. No telephone inquiries please.

- Your resume
- A written response (2 pages total, max) to the following prompts:
 1. What excites you most about this position?
 2. What is your experience working in the field of Agriculture, specifically in Central Pennsylvania? *If you have not worked in Central Pennsylvania, please describe why you believe your professional agriculture experience is transferable to this particular region.*
 3. What is your management style, and how do you adapt it to different team members?
- A list of 3 professional references.

The Alliance aspires to be an inclusive multicultural organization that celebrates the rich dimensions of diversity such as race, ethnicity, gender identity, sexual orientation, socio-economic status, age, physical abilities, religious and political beliefs. We are committed to ensuring diversity and inclusion remain integral to our organizational structure, policies, board of directors, staff, strategic goals, grants, partnerships and program delivery. The Alliance believes a broad base of participation and partners reflecting all of society is needed to be successful in the Chesapeake Bay Watershed restoration effort. Visit www.allianceforthebay.org/DEI to learn more.

The Alliance for the Chesapeake Bay offers a family friendly, flexible work environment. We are committed to building a diverse team and strongly encourage candidates from all backgrounds to apply. If you meet at least 75% of the qualifications of this description, we encourage you to submit an application.