



## Agricultural Program Manager

January 2022

Trellis for Tomorrow is a 19-year-old organization that delivers experiential programs in organic gardening, environmental stewardship, and food security that provide practical and behavioral life skills for youth and adults. Our aspiration is to foster compassion and resilience in people and inspire them to build sustainable communities. By 2024, Trellis aspires to be known as the regional leader for empowering youth while addressing food insecurity.

### Programs Overview

Trellis for Tomorrow utilizes community gardens and other green spaces as living classrooms to deliver experiential programs for youth and local organizations that help people to become positive agents of change in their own lives and in their communities. In addition to our dynamic youth programs, Trellis engages more than 20 local organizations and their constituents (members, employees, etc.) to build sustainable communities, and to create and manage organic gardens where food is grown and donated to neighbors in need.

### Job Description

The Agricultural Program Manager is responsible for planning, delivery, and improvement of the agricultural aspects of Trellis' organic gardening programs, and implementing strategies that achieve program goals, increase participation, and strengthen client connections. This is a very active role that requires a high level of physical strength and stamina.

The ideal candidate has substantive experience working in organic or sustainable agriculture, is a confident communicator with excellent interpersonal and client management skills, and a demonstrated understanding of project management and attention to detail.

The Agricultural Program Manager reports to the Senior Program Director and works closely with the Program Manager and partner site representatives. This is a full-time, salaried position that is exempt from overtime. The expectation is a minimum 40-hour work week, and the position may require time outside of normal business hours, including weekends. The Trellis Agricultural Program Manager is on the front lines of our mission "to foster resilience and compassion in individuals and inspire them to build sustainable communities," and is held to a high standard of alignment with and commitment to our Core Values, Mission and Strategic Vision. This role requires a positive attitude and high energy, as well as other attributes that personify Trellis values.

The Trellis for Tomorrow office is in Phoenixville, but the agricultural components of our programs are widespread around the region. The Agricultural Program Manager is expected to maintain a regular, scheduled presence throughout the Trellis service area.

*Trellis for Tomorrow is an equal opportunity organization and makes all employment, volunteer, and program acceptance decisions without regard to race, religion, color, sex (including pregnancy, sexual orientation, and gender identity), national origin, disability, age, genetic information, or any other status protected under applicable federal, state, or local laws.*



### **Core Competencies:**

- **Achievement Motivation** – Drive and commitment to succeed, goal oriented
- **Emotional Stability**– Ability to function effectively when faced with uncertainty/stress
- **Adaptability/Creativity** – Ability to navigate and flourish in unexpected circumstances and recognize unrealized opportunities for improvement
- **Accountability/Locus of Control** - Responsibility for one's own success or failure
- **Organization/Time Management** - Effective prioritization during unsupervised work
- **Communication (oral and written)** - Ability to articulate well and be easily understood
- **Growth Mindset** - Ability to recognize and encourage positive development in oneself, in others, and in challenging circumstances and situations

### **Primary Job Responsibilities include but are not limited to:**

- Developing and delivering annual agricultural plans in support of Trellis garden-based programs (all iterations and seasons); determining agriculturally related outcomes, activities, measures; planning logistics for implementation
- Managing all greenhouse and garden activities in preparation for each program cycle, including: the development of partner crop plans; procurement of all necessary agricultural materials including seeds, soil, lumber, irrigation supplies and other garden materials; maintaining a schedule for the propagation of crops
- Leading garden builds, plantings, and site visits for Trellis partners and participants; providing expert agricultural guidance, instruction and troubleshooting
- Maintaining correspondence with program participants, partners, clients, and vendors
- Managing program data and information
- Assisting in the development and/or curation of materials, online content, and other intellectual property in support of Trellis agricultural programs and activities
- Leading educational sessions, including in-person, virtual, and classroom settings
- Participating in program assessments and continuous quality improvement; assisting in the preparation, delivery and collection of evaluations to measure program impact
- Assisting in the creation of program reports and reviews of partner garden sites

### **Qualifications:**

- Undergraduate degree strongly preferred
- Minimum of 2-4 years' demonstrated experience in farming/agriculture; organic agriculture or gardening experience preferred
- Demonstrated ability to perform a physically demanding job, including being outside for extended periods in hot weather
- Proficient with Microsoft Excel, Word, PowerPoint and Outlook; facile with cloud-based systems with a willingness and aptitude to learn new applications

Applicants must have a valid PA's driver's license and have reliable transportation. All Trellis employees are required to have current criminal and child abuse clearances.

**To apply, please send resume and cover letter to David Ryle at [dryle@trellis4tomorrow.org](mailto:dryle@trellis4tomorrow.org)  
Applications due by Friday, January 28, at 5pm**