



## Farm Production Manager

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**Department:** Food and Farm Program

**Position Status:** Full-time, Year-Round

**Reports To:** Farm Production Senior  
Manager

**Exemption Status/Reason:** Exempt

**Position Start:** Position open until filled

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### Program Overview

The Vermont Youth Conservation Corps' Food and Farm Program is a dynamic youth development, diversified agriculture and food security initiative. At VYCC, we believe in the power that food has to connect us to the land, our community, and each other. We engage young people in organic farming and culinary education on our historic 400-acre campus in Richmond, Vermont. Annually, the program produces 11 acres of organically certified vegetables and 600 pasture raised chickens which are distributed to over 400 families through our nationally recognized Health Care Share project. The Health Care Share is a public health initiative that connects Vermont families who experience barriers to accessing locally grown produce or have a diet-related illness with a weekly vegetable share they pick up at partnering medical centers. Each year the program provides employment opportunities to youth and young adults from Vermont and around the country who assist in the daily operations of the farm. Additionally, the program has a strong food component that connects the work we do in the field and the food on our plates, by preparing lunch from the farm every workday in the summer and sharing celebratory meals sourced from our farm with the larger community.

### Job Summary

The Farm Production Manager is part of a three-person team responsible for the day-to-day operations of the Farm at VYCC, which is an organic vegetable and livestock farm that produces for VYCC's Health Care Share (HCS) and is the platform for the VYCC Food and Farm Program. The Farm Production Manager will work closely with two

other Farm Production Managers to oversee the farm systems, engage in essential animal and vegetable production tasks, and ensure that the farm provides meaningful work and learning opportunities for youth, young adults, staff, and community members of all backgrounds. In addition to tasks associated with food production, the Farm Production Manager will also help maintain and improve farm infrastructure, including tractors, hoop houses, coolers, and barns. The essential functions listed below are all in collaboration with the two other Farm Managers. Leadership in each of these areas will be determined as a team based on interest, skills and experience.

## **Essential Functions**

### ***Farm Production***

- Manage all aspects of vegetable production at the Farm at VYCC including soil management, field preparation, propagation, planting, pest and disease management, weed management, harvesting, and post-harvest activities
- Support all aspects of livestock production at the Farm at VYCC including brooder management, poultry pasture systems, chicken processing, pig care, and daily chores
- Maintain and model safe use of farm infrastructure including fencing, irrigation, hoop houses, tractors, mowers, power tools, barns, coolers, and processing equipment
- Collaborate on purchasing and maintain tools, supplies, seeds, feed, and equipment
- Maintain regular and thorough records of production, harvest, and sales, including wholesale and farm stand, both for internal tracking and organic certification
- Draft Standard Operating Procedures (SOPs) for various aspects of production
- Identify and explore new revenue sources for the Farm at VYCC

### ***People and Program Support***

- Train and model safety protocols for different tasks on the farm, including tractor and mower trainings and tool maintenance
- Collaborate on designing and leading trainings for Leaders and Members on agricultural skills
- Develop the work plans for production-focused seasonal Leaders and collaborate with Food and Farm Program Staff to support their professional development
- Work with the Farm Production Managers to identify and delegate daily work projects for crews and volunteers
- Supervise one to two seasonal Leaders with goal setting, regular check-ins and work-plan support
- Mentor farm Members and Leaders, instructing them in specific farm tasks and engaging them in learning about the farm

- Participate in chore schedule for after hours and weekends; support staff in completing chores

### ***Other Responsibilities***

- Assist with additional VYCC programs as needed and appropriate
- Participate in Crew Leader and Crew Member trainings
- Attend program events as appropriate

### **Desired Skills & Experience**

- A minimum three years of experience on a production-oriented farm
- Experience working with young people and interest in youth development
- Knowledge of risk management protocols to ensure safety
- Experience in livestock management
- Proficiency in the safe use and maintenance of tractors or similar mechanical equipment
- Passion for VYCC's mission and purpose and an ability to communicate this energy to others
- Demonstrated commitment to the values of diversity, inclusiveness and empowerment
- Ability to handle multiple, often competing, priorities
- Flexible, motivated, responsible and willing to both take direction and work independently

**Our Mission: Take action and build community by working and learning together with the land.**

### **About Vermont Youth Conservation Corps**

The VYCC is a 501c3 nonprofit focused on engaging young people in service, work, conservation, and agriculture. Since 1985, VYCC staff have provided valuable work and learning opportunities to youth and young adults from across the country and from nearly every town in Vermont. Our model is strong and simple: young people, working together, guided by highly trained leaders, completing priority projects in conservation and agriculture.

### **Excellence and Equal Opportunity at VYCC**

VYCC is committed to being an organization that is inclusive and welcoming for all employees, volunteers, and community members.

## **Our Workplace**

This position is based out of the Vermont Youth Conservation Corps Headquarters Office at the historic West Monitor Barn, in Richmond, VT. Our office is a collegial, bustling, and fun open office atmosphere, which offers staff opportunities to interact and collaborate. Staff members can balance working remotely and on-campus in collaboration with their team schedule, tasks and all-staff gatherings. Successful staff are able maintain focus and productivity, balance personal initiative and independence, and plug into our team in ways that help us do our best work as an organization. Staff enjoy the perks of the Farm at VYCC and forest campus year-round, as well as the happenings of nearby downtown Richmond.

## **Compensation & Benefits**

- Starting salary for this position is \$45,000 commensurate with experience. Exempt from overtime.
- Medical and dental insurance; Health Savings Account (HSA) with matching contribution; disability and group life insurance
- Simple IRA with matching contribution (once eligibility criteria are met)
- Annual paid time off (PTO), paid sick time
- One-week paid closure in November for all staff (in addition to PTO)
- Ongoing professional development
- Annual gift card to the VYCC farm stand (organic produce and eggs)

## **How to Apply**

Please complete our VYCC General Application (<http://bit.ly/VYCCapp>), to which you'll upload a cover letter, resume, and contact information for three professional references. Questions regarding this position can be directed to Susie Walsh Daloz at [Susie.WalshDaloz@vycc.org](mailto:Susie.WalshDaloz@vycc.org). No calls, please. Position is open until filled.

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**Note:** *The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. All of the listed functions are important and are in no particular order. This is not an exhaustive list of all responsibilities, duties, and skills required. All employees may be required to perform duties outside of their normal responsibilities from time to time, as needed.*