



Executive Director Position Profile

February 2023

Organization and Position Overview

The Food + Farm Exploration Center, in partnership with Farming for the Future Foundation, is a 501(c)(3) nonprofit organization with a mission to educate current and future generations about agricultural innovation and sustainability. The Exploration Center will promote agricultural literacy, increase the understanding of the origins of food, and deepen the relationship between farmers and consumers. Slated to open Summer 2023, the Center will be a state-of-the-art manifestation of the Foundation's educational mission. It will be a centralized place for people to come together on a journey into the world of modern agriculture, meet the people behind food production, build science and engineering skills, connect, play, and learn. It will be a teaching farm, a children's museum, a science center, and a community workshop all rolled into a tantalizing celebration of food and farming.

The Food + Farm Exploration Center will create common ground where people can learn more directly from the industry without taking away from the important work of feeding the growing population. It is important for people to know where their food comes from, and farmers are eager to share those stories. The Food + Farm Exploration Center is connecting with area education and agricultural experts to develop the most impactful programming possible. Located in Plover, a suburb of Stevens Point, Wisconsin, the Food + Farm Exploration Center will be the cornerstone of innovation and exploration as it relates to vegetables grown for human consumption. The Village of Plover is a welcoming community with a beautiful river and county parks, a wide variety of things to do, and a growing cosmopolitan area.

The Executive Director for the Food + Farm Exploration Center will have a proven track record, be committed to furthering the mission and vision to promote agricultural literacy and instill a greater appreciation of the origins of food and the people who grow it. The Executive Director is responsible for overseeing the administrative, programming, and strategic plan of the organization while looking toward opportunities for the future. The Executive Director will develop diverse and ongoing sources of financial support while managing and developing relationships with funders, sponsors, community and industry leaders.



To learn more, please visit us at <https://foodandfarm.us> .

Essential Responsibilities

- Advance the primary goal to promote agricultural literacy, to increase the understanding of the origins of our food, and to deepen the relationship between farmers and consumers.
- Utilize the Board’s strategic vision to develop and implement a comprehensive business plan and educational programming and outreach to meet the vision.
- Oversee Directors for each pillar of the Center including Education, Marketing, Visitor Experience, Operations and Exhibits.
- Build a cross-functional, collaborative organizational culture.
- Build a collaborative staff to implement all the Center’s efforts.
- Participate in an impactful partnership with the Center’s Board of Directors.
- Work with the Board to develop, evaluate and refine guidelines, goals and strategic plans for all philanthropic and development funds and programs.
- Partner with organizational and state-wide community stakeholders to maximize the impact of the Center.
- Maintain transparent communication and relationships between board, staff, and key external stakeholders.
- Prepare, manage, and forecast the annual operating budget for the Center.
- Oversee all communication, marketing, and correspondence for the Center.
- Represent Center goals and values in local and state and industry-wide circles, and at community events and public presentations.
- Identify and facilitate partnerships opportunities to advance Center strategies.

Qualifications and Experiences

- Passion for helping people understand where their food comes from and for supporting farmers in sharing their stories.
- Demonstrated leadership of community-based and community-led approaches to program development, strategy, and evaluation.
- Experience building and conducting outreach for educational programming.
- In depth understanding of how a non-profit organization governs, operates, and thrives.
- Successful experience building a high performing staff team and a dynamic culture.
- Experience in building strategy, evaluating impact, tracking data, and short-and long-term visioning for educational results.
- Strong writing and organization presentation skills with the ability to communicate effectively with diverse stakeholders from multiple disciplines.
- Ability to steward current and potential donors and funders.
- Experience with complex annual financial management and forecasting.
- Established relationships with a variety of key stakeholders, including service providers, funders, leaders, and/or decision-makers.
- Strong innovating thinking and relationship-building skills.
- Experience with policy development and implementation in areas such as IT, HR, and DEI.
- Proven track-record of working collaboratively with partner organizations and entities.





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Instructions for Applicants

Interested applicants will please assemble and email the following pieces of information, combined into one document, to Foodfarm@leadingtransitions.com no later than **1:00 p.m. CST on February 20, 2023**: A **letter describing your qualifications** for this position and **your interest in the Food + Farm Exploration Center**, a **detailed and updated resume** and the names of, your relationship to, and the contact information for, **three professional references**.

*** References will not be contacted until a candidate has been notified.**

- The annual salary range for this leadership position starts at \$100K.
- Four weeks of PTO offered, and eight paid holidays.
- A Reimbursement option for Healthcare and Dental Services to all employees.
- A 401K plan is offered following one year of employment.
- Offers of employment are contingent upon results of thorough background and reference checks.
- All inquiries about and interactions with candidates are kept in strict confidence.
- This position will remain open until filled.

Food + Farm Exploration Center provides equal employment opportunities to all employees and applicants for employment without regard to race, color, ancestry, national origin, gender, sexual orientation, marital status, religion, age, disability, gender identity, results of genetic testing, or service in the military.

Food + Farm Exploration Center is committed to creating and maintaining a workplace in which all employees have an opportunity to participate and contribute to the success of the organization and are valued for their skills, experience, and unique perspectives. This commitment is embodied in company policy and the way we do business at Food + Farm Exploration Center and is an important principle of sound business management.

Leading Transitions is committed to the vitality of mission-centered, nonprofit, philanthropic and community-based efforts and organizations, and their leaders. The firm's inclusive practices provide the flexibility and creativity necessary to adapt to the intricacies and dynamics of any community. We believe that periods of change are transformational and bring great new opportunities.

