



Position Available: Executive Director
Position Start Date: Summer 2022
Reports To: Groundswell Board of Directors

The Groundswell Center for Local Food & Farming seeks an energetic, passionate candidate to fill the role of Executive Director. We need you to bring your purpose and passion here to lead. Don't be shy.

A Day in the Life at Groundswell: Just jump in, ready to go. We like to meet people where they are. Are you with us? Does this fast-paced, boots on the ground, building social justice through farming and land appeal to you? Keep in mind that no two days are the same at Groundswell. We are indoors and outdoors, we build community, and we are constantly learning ourselves. We love having our fingers in the soil and taking care of what's needed to move our organization, our community, and justice forward. Come join us and see what a commitment to building justice and excellence looks like. We'll welcome you to our team.

Employment Status: This is a full-time, exempt, position based in Ithaca, NY and funded in part by grants. Remote-based work is negotiable. Continuation of the position is contingent upon annual performance reviews and funding.

Salary & Benefits: Salary range is from \$60,000 to \$68,000 and is contingent upon experience. Competitive health benefits, generous Paid Time Off, and paid family leave according to the provisions in the current [New York State Paid Family Leave Act](#). This position requires a valid driver's license as frequent travel is required within a 50 mile distance from Ithaca. Owning a car is not required but support is provided for any work-related travel. Other benefits and support are negotiable.

Groundswell Center for Local Food & Farming is an agriculture education and food justice nonprofit organization based in Ithaca, New York, and serving the broader Finger Lakes area. Our core work, based on goals outlined in our Equity Statement, is to foster a multicultural and diverse next generation of sustainable farmers and growers by lessening common barriers to land access, resources, and business ownership.

Summary of Job Description: Reporting to the Board of Directors (the Board), the Executive Director (ED) is a strategic leader who lays the groundwork for an organization that emphasizes and develops a sustainable, racially-just, and equitable food system. The Executive Director accomplishes this by making our stated [mission](#) and [core values](#) a priority while achieving our organizational goals and fulfilling the promise of Groundswell's Equity Statement.

Qualifications and Experience:

- Demonstrated experience in equity, justice, and grassroots organizing.
- Leadership acumen in 1) exercising initiative, tact, sound judgment, and prioritization; 2) possessing integrity, innovation, courage, and humility; 3) building trusting relationships; 4) creating safe spaces for kind and honest communication; and 5) leading from empathy and understanding
- Managerial experience, with a focus on managerial organization, budgets, operations, or focus on supervisory skills such as employee development and empowerment/managing diverse teams. Practicing empathetic leadership and sound communication skills are important.
- Non-profit organizational experience in working collaboratively, fundraising in nonprofit organizations, and experience with grant-writing (including federal)
- Farming background and experience; Knowledge of sustainable agriculture and food systems and/or demonstrated experience in food justice
- Lived experience from the perspective of skills and knowledge acquired and developed through practical work experience.
- Curiosity that fosters continued learning and growth.

Key Responsibilities:

Equity & Justice

- Ensure commitment to a just and equitable food and farm system is upheld within the organization, including through hiring, management, continuing education and professional development, marketing and community engagement.
- Accountability is key to equity work; value open communication in every direction.
- Ensure that diverse voices are integrated at all levels of the organization and model cultural competency within the staff, Board, and collaborations with other organizations.
- Support employee behaviors that drive transformation efforts.

Strategic Leadership, Governance and Oversight

- Provide inspirational, operational, and strategic leadership in support of Groundswell's vision and mission.
- Cultivate and oversee the active engagement of all Groundswell leadership with collaborating organizations and stakeholders, prioritizing relationship building with multiracial and multicultural groups and people.
- Maintain strong and open communication with the organization's leadership, employees, volunteers, and community; involving all stakeholders in strategic planning, fundraising, and organizational equity & justice work.
- Develop and oversee rigorous and regular evaluation of Groundswell's impact on trainees/participants, the community, and the region; effectively communicating those impacts.
- Assess, strategize, and develop an organizational communication and outreach strategy that improves Groundswell's messaging about what we do, what we stand for, and how to support us.

Finance & Development

- Develop and oversee the organization's budget and bookkeeping.
- Develop organizational templates and policies related to budget and expenses.
- Work with staff and Board to lead fundraising and development efforts:
 - Set annual goals and accountability measures, secure donations, build donor relationships, and strategize organizational development
 - Work closely with the Board and Development Committee to identify and develop individual, business and community prospects
 - Identify and procure private, State and Federal grants; oversee grant management.

Human Resources

- Supervise and support all Groundswell employees through regular, open, transparent communication, and foster a positive and comfortable work environment.
- Provide supportive feedback on staff performance.
- Manage compensation schedules.
- Develop and oversee organizational policy and procedures including basic human resource systems, working closely with the Board, and any additional independent contractors.
- Work with insurance brokers on Health, Liability, and Directors' & Officers' insurance policies.

Program Development

- Manage current and future organizational program development in line with Groundswell's mission and core values, in support of racial equity & other efforts towards social justice within farming and food systems.
- Develop equitable and socially-just land access and land-linking efforts for Groundswell and regional beginning farmers.

Additional Notes:

Groundswell is an equal opportunity, living wage employer committed to maintaining and increasing diversity within our organization and in the regional food system. Employees are hired based on their merit, ability, experience, and training without regard to race, national or ethnic origin, religion, age, gender, sexual orientation, or disability. People of color and persons of diverse cultural backgrounds are encouraged to apply.

Special Requirements: As a mission-based and community-involved organization, Groundswell staff positions require frequent flexible hours, including some evenings and occasional weekends. To balance this requirement, we strongly support a work-life balance and offer generous Paid Time Off.

How to Apply: Please provide a cover letter and résumé to the Executive Search Committee at hiring@groundswellcenter.org. Be sure to address in the cover letter how your work and lived experiences speak to the Groundswell Center's core values.