



Farm Manager

About Cornucopia Project

The Cornucopia Project, Inc. is a 501(c)(3) nonprofit organization leading hands-on nutrition education in New Hampshire. The mission of Cornucopia Project is to plant seeds for a lifetime of healthy eating through garden, kitchen and farm education. Cornucopia Project envisions a resilient community that celebrates healthy food, hands-on learning and environmental sustainability. Gardening with children since 2005, our interdisciplinary programs connect youth to the local foods system. We foster curiosity and stewardship of the natural world while introducing the essential skills of growing and preparing nutritious, delicious foods. In addition to educational activities, Cornucopia Project works with schools, youth groups and local organizations to improve nutrition and local food access.

Cornucopia Project's students grow vegetables, herbs and native flowers at nine school gardens and at our two acre Educational Farm. Our organically-grown produce is provided to school cafeterias and classrooms; and to the community through: programs and projects, two local food pantries, community suppers, and our Community Supported Agriculture (CSA) Membership. Our teaching model and resources are shared statewide and nationally through farm to school networks and we lead the Monadnock Region branch of the New Hampshire Farm to School Network. Growing gardens, providing healthy food for families, bringing students into the kitchen, and inspiring future food system advocates are some of the ways that Cornucopia Project works for a healthier future for all.

Cornucopia Project team is comprised of a Board of Directors, and an Executive Director, five year-round staff, eight student fellows, and seasonal adjunct educators. Our \$480,000 organizational budget is supported by individual donations, grants, foundations, sponsors, and educational contracts. For more information please visit: www.cornucopiaproject.org

Job Title: Farm Manager

Status: Regular, Part-Time, Salaried

Reports To: CEO and Operations Manager

Location: Peterborough, NH

Salary Range: \$22,000-\$25,000 based on 50% FTE

Position Summary

The Farm Manager oversees the day-to-day operations of the two-acre Educational Farm, ensuring a safe, organized, and welcoming environment for staff, students, and volunteers. This key team player manages farm facilities and farm operations, including but not limited to vegetable and flower production in three high tunnels and adjacent fields. The Farm Manager supervises student and volunteer personnel while supporting Cornucopia Project's educational programs, maintaining clear communication, and aligning farm activities with our organizational mission, goals, and budget.

Key Responsibilities

- Manage farm operations, production, sales, and infrastructure in alignment with annual plans and budget.
- Oversee farm safety, equipment, supplies, and property maintenance.
- Maintain a clean, orderly, and sanitary farm, including end-of-day tool storage, compost management, and wash station maintenance.
- Supervise and support students, interns, staff, and volunteers with clear routines, expectations, and boundaries.
- Coordinate farm volunteer outreach, scheduling, and appreciation in a timely manner.
- Ensure consistent communication through regular check-ins with team members and timely delivery of reports, documents, and information.
- Maintain accurate records, timesheets, receipts, and invoices.
- Collaborate with staff and leadership to meet goals and support programs and events.

Qualifications

- Experience in farm operations, supervision, or related fields.
- Experience and working knowledge of organic or sustainable plant propagation methods, soil and water management, and crop production.
- Strong organizational, communication, and time-management skills.
- Ability to manage multiple priorities and work independently.
- Experience working with high school and/or college students, volunteers, and educational programs.
- Basic budgeting, record keeping, and administrative skills.
- Commitment to teamwork, professionalism, and the organization's mission.
- Ability to lift up to 40 pounds and stand or move for extended periods.
- Ability to work outdoors in all weather conditions for extended time periods.

The Farm Manager is a regular, part-time role, with opportunity for advancement to full-time, salaried position for the right candidate. This position reports directly to the CEO and Operations Manager and is based in Peterborough, NH. Salary range of \$22,000-\$25,000 is based on 50% full time employment (FTE).

Interested applicants should submit a cover letter and resume to veggies@cornucopiaproject.org. The subject line should read, "*Farm Manager and [YOUR NAME]*".

The Cornucopia Project is an EQUAL OPPORTUNITY EMPLOYER committed to providing a nondiscriminatory and inclusive environment for its employees. We are committed to diversity and consider all applicants for all positions without regard to color, ethnic background, religion, sex, gender, sexual orientation, national origin, age, and disability status. The Cornucopia Project is a family-forward organization that promotes a healthy work-life balance for all staff. For more information about Cornucopia Project, please visit www.cornucopiaproject.org