



Director of Program Management Office

Full-Time: \$75,000+

Job Description

The Grand Farm Director of the Program Management Office (PMO) leads multiple programs greatly supporting the vision of Grand Farm. As the Director of PMO at Grand Farm, you will be an integral part of our dynamic and fast-paced environment. At Grand Farm, we are at the forefront of transforming agriculture through cutting-edge technologies and sustainable practices. As the Director of the PMO, you will play a pivotal role in adding value to our partners by overseeing and optimizing a range of pioneering programs, each designed to revolutionize the agrifood industry.

The Director of PMO is responsible for Grand Farm's Program Management Office, which currently includes Grand Farm's Innovation-as-a-Service, and Field Operations programs. Each of these programs facilitate projects on behalf of the Grand Farm ecosystem, which includes growers, startups, corporations, higher education, government agencies, and investors.

Our Field Management programs provide our partners with access to technologically advanced agricultural lands for research, development, and validation. With acres equipped with last-acre connectivity and data collection tools, these programs offer an ideal environment for exploring and implementing innovative solutions in the real world.

As part of our Innovation-as-a-Service initiatives, you will lead three key programs: Solution Sourcing, Project Management, and Technology Scouting. Through Solution Sourcing, you will facilitate the process of identifying and implementing commercial or custom solutions for our partner organizations, providing them with the sprint capacity needed to propel their infrastructure and technology forward. Our Project Management program leverages Grand Farm Acres and Affiliate Acres to execute agrifood chain projects, while Technology Scouting empowers partners to gain comprehensive insights into specific technologies and their potential applications.

Key Areas of Responsibility

- Leadership and supervision over the entire portfolio of projects within the Program Management Office to ensure successful completion of projects
- Oversight of the Grand Farm's Innovation Campus' test plots and outdoor spaces
- Brainstorming, identifying and scoping projects with partners and leads within the Grand Farm ecosystem, and bringing these projects into the PMO appropriately
- Communication and leadership of the Program Management Office team to distribute capability and capacity across active projects to maintain proper timeline and budget
- Working positively across our multi-functional team to bring in the right capabilities and capacity while respecting the priorities of the team
- Problem solving when challenges arise within projects to make sure projects are completed successfully
- Interfacing with stakeholders to positively represent Grand Farm and bring more people and organizations into the Grand Farm ecosystem
- Speaking with executive team, boards members, at events and conferences, and with government officials on the status of current projects and reporting on completed projects
- Staying up to date on current cutting edge technologies and agriculture practices to have productive conversations with Grand Farm's ecosystem



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- Contributing to projects across the active portfolio to add capability and capacity where needed to remain successful
- Brainstorming and scoping large-scale projects which originate from inside the Grand Farm team
- Serving on the leadership team of Grand Farm
- Other duties as assigned

Required Skills/Abilities

- Strong background in project management
- Excellent verbal and written communication skills
- Excellent interpersonal and customer service skills
- Excellent time management skills with a proven ability to meet deadlines
- Strong analytical and problem-solving skills
- Ability to prioritize tasks effectively
- Proficient with Microsoft Office Suite, Google Drive, and related software

Experience & Education Requirements:

- Required: 5-7 years experience in project management or program management
- Preferred: Background in agriculture or technology or a field related to Grand Farm's activities

Physical demands:

- Ability to continuously stand or walk during events
- Ability to bend, squat, climb stairs and lift occasionally
- Ability to lift up to 50 pounds occasionally
- These physical requirements must be met with or without accommodation
- Remote work capable
- Prolonged periods sitting at a desk and working on a computer

Work environment:

- May occasionally work outdoors with temperatures above 100 degrees and below 32 degrees
- May occasionally walk on slippery or uneven surfaces
- May occasionally climb ladders and work off elevated surfaces
- Noise level in the work environment is frequently loud
- Ability to work outside normal business hours on occasion
- Ability to travel to stakeholder locations located in rural communities

Availability:

- Available to work 38 - 40 hours per week
- Must be available to work some evenings and/or weekends depending on event schedules
- Must be able to work onsite and/or remotely, depending on the needs

Benefits and Culture:

- Flexible work environment that allows the employee to work from varied environments and locations. Primary work location is Fargo, ND and Grand Farm's Innovation Campus (Casselton, ND)
- 401(k) Retirement program with 3% employer match.
- 80% coverage of employee HDHP health insurance premiums (not to include vision or dental)
- HSA Contribution



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- Company provided Short Term & Long Term Disability Coverage
- Company provided Life Insurance - \$50,000
- 10 paid holidays (including your birthday) and paid holiday break.

About Grand Farm

The Grand Farm Education and Research Initiative, powered by Emerging Prairie, capitalizes on the region's potential and expertise in the agriculture and technology industries. The Grand Farm Initiative will accelerate the research and innovation into technology which will be present on the farm of the future – impacting North Dakota, the United States, and the World by solving challenges in the agriculture industry and developing new opportunities.

The Grand Farm Initiative is designed to inspire collaboration among businesses, organizations, and researchers to develop the future farm, which we believe will solve issues critical to farmers worldwide.

Mission: To empower technology to feed the world.

Emerging Prairie is proud to be an equal opportunity provider.

To apply: Please send both a cover letter and résumé to williama@grandfarm.com