



Grand Farm Project Manager

Full Time Position
\$70,000/year

Job Description

The Project Manager will directly manage many aspects of the Grand Farm Innovation Framework – including a project portfolio. Grand Farm’s Innovation Framework is designed to engage ecosystem partners in solving modern and future challenges in agriculture. This Innovation Framework includes engaging with corporations, startups, growers and users of technology, higher education, research institutions, government, and special projects.

Key Areas of Responsibility

Under the direct supervision of the Director of Grand Farm’s PMO, the Project Manager will play a key role by organizing and managing services that will be defined in service level agreements, grant contracts, scope of Work, Exploratory projects with partners, and internal projects and programs. The Project Manager may manage or supervise key elements of the PMO, including:

- Managing a portfolio of Grand Farm Innovation Campus projects.
- Develop and maintain SOPs necessary to provide consistency across Grand Farm Innovation Campus projects.
- Coordinating the set-up and maintenance of projects on Grand Farm’s physical site and/or virtual sites.
- Preparing and managing service level agreements with partners.
- Developing and communicating project scopes, charters, and statements of work with partners, internal stakeholders/resources, external stakeholders/resources
- Managing Grand Farm and external resources to fulfill Grand Farm Innovation Campus Projects.
- Conducting Field Tours during events to communicate as the subject matter expert of Innovation Campus Projects.
- Compile and communicate project data to internal and external stakeholders.
- Working with growers, higher education, industry, and/or government agencies.



- Assisting with partner engagement, events, and conferences.
- Developing and managing Grand Farm internal projects.
- Other duties as assigned

Required Skills/Abilities

- Excellent verbal and written communication skills
- Excellent interpersonal and customer service skills
- Excellent organizational skills and attention to detail with a strong background in project management
- Excellent time management skills with a proven ability to meet deadlines
- Strong analytical and problem-solving skills
- Ability to prioritize tasks and to delegate them when appropriate
- Thorough understanding of or the ability to quickly learn about the project or product being developed
- Proficient with Microsoft Office Suite, Google Drive, and related software
- Experienced in Project Management Methodologies

Education and Experience

- 2-3 years of project management experience
- Experience or education in fields related to agriculture, technologies applicable to agriculture, and/or engineering preferred
- Preferred: PMP, CAPM, or similar certifications in project management

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



Work Environment

- May occasionally walk on slippery or uneven surfaces
- May occasionally climb ladders and work off elevated surfaces
- May occasionally work outdoors with temperatures above 100 degrees and below 32 degrees
- Noise level in the work environment is frequently loud
- Ability to work outside normal business hours on occasion
- Ability to travel to stakeholder locations
- Flexible work environment that allows the employee to work from varied environments and locations. Primary work location is Fargo, ND and Grand Farm's site in Casselton, ND

To apply: Please send both a cover letter and résumé to Ann Nobriga at

AnnN@grandfarm.com

About Grand Farm

Grand Farm is a collaborative network of growers, startups, corporations, researchers and educators, government, and investors working together to solve agricultural challenges through applied technology. The Grand Farm Innovation Campus near Casselton, North Dakota serves as a space for collaboration, research, and demonstration where ideas become real-world solutions. Through partnerships, field operations, innovation consulting, and world-class events and experiences, Grand Farm connects the people and technologies shaping the future of agriculture. Learn more at grandfarm.com.

Grand Farm is proud to be an equal opportunity provider.