SUMMARY
The Peckham Farms Business Manager plans and coordinates the strategic business direction of Peckham Farms. This position is responsible for business development, farm planning, marketing, budget development and staff and seasonal hiring. Using sustainable practices, Peckham Farms grows vegetables, strawberries and raspberries, has a heated greenhouse, hoop houses and 8 acres under production. We are seeking a dynamic leader who has knowledge of vegetable farming and proven business skills.

DUTIES AND RESPONSIBILITIES include the following:

1. Maintain and develop market outlets for farm products including CSAs, farm market, and institutional customers.
2. Organize, plan and execute farm crop production according to market demands
3. Analyze business trends and develop a strategic business plan.
4. Research and experiment with innovative ideas using sound business practices.
5. Maintain quality service standards and ensure customer satisfaction.
6. With the assistance of the Farm Supervisor, manage all aspects of day to day operations of a year round diversified vegetable farm including planting, cultivation, soil, pest, disease management, harvest and post-harvest handling, sales and distribution.
7. Purchases machinery and supplies.
8. Ensure compliance with the Food Safety Modernization Act (FSMA) and other food and safety guidelines.
9. Maintain Good Agricultural Practices (GAP) certification and IPM Log
10. Basic carpentry/handyman skills
11. Supervise and manage working collaboratively and effectively with persons from various cultures and backgrounds, teams including students and interns
12. Assist in the training of people with disabilities
13. Promote Peckham’s vision, values, and services to all customers and stakeholders
14. Assist in maintaining organization wide quality standards
15. Other duties may be assigned

SUPERVISORY RESPONSIBILITIES
Supervise farm staff. Carry out supervisory responsibilities according to policies and maintain all applicable safety regulations regarding public health standards and laws. Responsibilities include training, planning, assigning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

COMMENTS
This position requires passing and maintaining a security background check. Must have access to reliable transportation. Must maintain an unrestricted Michigan driver’s license and possess a clear driving record (in accordance with company insurance policy) to drive the company vehicle.

QUALIFICATIONS
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The physical demands of this position may be reasonably accommodated for individuals with disabilities on a case by case basis.

Proficiency in Word and Excel for recordkeeping and reporting purposes. Proficient with social media and experience in marketing and market development. Knowledge about and prior experience in implementing sustainable farming practices.

EDUCATION and/or EXPERIENCE
Bachelor’s degree in related field is desired and a minimum of three years farming experience, or an equivalent combination of relevant education and experience. NCRC equivalency: 4-4-4.

LANGUAGE SKILLS
Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS
Ability to calculate figures and amounts such as discounts, interest, proportions, percentages, area, circumference and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY
Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
CERTIFICATES, LICENSES, REGISTRATIONS
CPR/First aid, chauffeurs license, licensed commercial pesticide applicator or obtain after hire.

PHYSICAL DEMANDS
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The physical demands of this position may be reasonably accommodated for individuals with disabilities on a case by case basis.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; talk or hear; and taste or smell. The employee frequently is required to climb or balance and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 70 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The physical demands of this position may be reasonably accommodated for individuals with disabilities on a case by case basis.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; all outside weather conditions; and vibration. The noise level in the work environment is usually moderate.

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Peckham, Inc. is an equal opportunity/affirmative action employer and is operated in accordance with a policy which does not permit discrimination because of race, color, sex, age, handicap, national origin, or any other artificial characteristic.

EOE-Embracing Diversity to Achieve Excellence
Please visit CareerBuilder.com to apply for Peckham job opportunities. Please include wage expectations when applying.

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