Position Basics

**Position Title:** Prairie on Farms Program Manager  
**Job Category:** P&S  
**Type of Position:** Term  
**Full Consideration Date:** Friday, July 9, 2021  
**Advertising Started on:** Wednesday, June 9, 2021  
**Hiring Department:** Tallgrass Prairie Center  
**Department:** Tallgrass Prairie Center

Salary

**Salary:** $48,000.00 to Commensurate  
**Pay Grade:** PS.118

Position Details

**Percent of Time/Week:** 100%  
**Service Schedule:** Calendar Year  
**Position Description:** Promotes the use of prairie on farms; develops and sustains relationships with conservation professionals, farm operators, managers and landowners; fosters a Prairie on Farms working group; establishes prairie demonstration sites and organizes field days and workshops; develops expertise in prairie restoration and soil and water conservation programs; plans and delivers outreach and education programs; assists in program development and manages program budgets and reporting; and participates in common activities of the Center.

**Education Requirements:** Bachelor’s degree required.

**Required Qualifications:** At least two years of program management experience in agricultural natural resource conservation, ecological restoration or related field; excellent oral and written communication skills; experience communicating with technical and general audiences; and basic understanding of the corn/soy production system and challenges of soil and water conservation required. Student experience will be considered.

**Desirable Qualifications:** Master’s degree or equivalent in natural resources, ecosystem management or related field; experience working on a farm; experience with outreach and events planning related to agriculture or soil and water conservation; experience planning, planting and managing prairies; experience writing
grants, reporting and budget management experience; experience working directly with land managers; and supervision experience preferred.

Online Application Required Documents

**Application Type:**
This job requires basic applicant information, plus a resume. Your resume should not be sent to the contact below. The resume will be attached during the Online Application Process.

**Professional References:**
Applicants must enter reference information online as part of the application process.

**Number of References:** 3

**Cover Letter:**
A plain text cover letter is required.

To start the Online Application process for this position, click the "Apply for This Position" button located below the Contact Information.

https://jobs.uni.edu/pands/view/52268

Additional Application Materials

**Materials:**
Writing sample required. In 400 to 800 words, please describe your 5-year vision for scaling up the use of diverse, resilient prairie on farms in the upper Midwest.

The materials listed above are not part of any online process. Please send the materials to the contact information below.