

Position: General Manager

Hours: Full-Time, Year-Round

Compensation: \$80,000 to \$95,000/year plus other benefits as noted below



Gwenyn Hill Farm is a diverse 430-acre regenerative organic farm situated in the rolling hills of the Kettle Moraine in Southeast Wisconsin about 30 minutes west of Milwaukee. We grow Certified Organic vegetables, fruits, herbs, and flowers on approximately 18 acres. We also raise grass-fed beef and lamb, milk a herd of organic dairy cows, pasture organic laying hens, and raise sheep for wool and yarn. We sell to our customers via a 280-member CSA, an on-farm store, a local farmers market, restaurants and small wholesale businesses. The farm began operations in earnest in 2018.

Position Description

Gwenyn Hill Farm's General Manager oversees daily operations at the farm and serves an active role in identifying long-range goals and strategic direction for the business. The General Manager brings entrepreneurial creativity and passion to Gwenyn Hill Farm's mission to:

- Steward the land and care for its ecological systems
- Create and maintain an organic, regenerative farm capable of demonstrating best practices in all areas of operation
- Create and demonstrate financial viability in diverse, small-farm agriculture
- Establish educational programming to promote organic, regenerative farming methods
- Provide training for Wisconsin's next generation of organic, regenerative farmers through apprenticeships and on-site programs and collaboration with practice leaders

Reports to: This position reports to Gwenyn Hill Farm's four-person Advisory Team.

Supervises: This position supervises management-level staff but supports staff in all roles.

Core Responsibilities

Leadership and Staff Management

- Provide strategic leadership to help Gwenyn Hill Farm carry out its long-term business, conservation and financial goals.
- Support the work of Gwenyn Hill Farm staff members in all areas of the farm.
- Lead, coach, and develop employees while setting clear performance expectations.
- Work with Gwenyn Hill Farm staff to manage timelines, budgets and tasks to achieve business goals.
- Coordinate and facilitate effective communication between staff members of all enterprises to ensure that Gwenyn Hill Farm's goals are understood and achieved.
- Recruit, hire, train, supervise, and evaluate new employees.

- Develop and maintain appropriate internal systems, policies, procedures and controls to ensure an efficient, safe and quality operation.
- Maintain consistent and effective communication with the Advisory Team.

Business Development

- Evaluate existing enterprises for financial sustainability.
- Evaluate and launch new enterprises.
- Develop and maintain partnerships that further Gwenyn Hill Farm's mission, vision, and financial objectives.
- Develop, oversee, and communicate enterprise and project plans and budgets.

Administration

- Maintain accurate and up-to-date financial records using QuickBooks.
- Develop an annual budget and oversee day-to-day financial transactions.
- Complete all paperwork accurately and on-time for H2A Visa program employees.
- Oversee and coordinate with managers the hiring process and on-boarding of new employees.
- Ensure that all necessary paperwork is completed for Gwenyn Hill Farm employees and independent contractors.
- Manage Gwenyn Hill Farm's Organic Certification process.

Full-farm projects

- Coordinate and oversee infrastructure projects as needed.
- Work with staff and other professionals to keep all infrastructure, equipment, and technology at the farm up-to-date and in safe working condition.
- Assess and acquire appropriate infrastructure, equipment, and technology for farm operations.
- Identify opportunities to improve organization-wide systems. Design and implement new solutions with support from staff.
- Manage facilities maintenance and improvement projects.

Qualifications

- Experience working at a production-focused, diverse organic farm with knowledge of agricultural conditions specific to the Upper Midwest and exposure to at least two of the following: vegetables, perennials, dairy animals, sheep, laying hens, beef cows. Management-level, 5-year minimum experience preferred.
- Familiarity with organic certification requirements as well as the application and inspection processes.
- Excellent organizational skills with attention to detail.
- Ability to analyze data and use it to develop and implement thoughtful decisions to achieve financial and other important goals.

- Experience supervising and collaborating with staff with diverse skills, talents and experience to foster team building, respect and cohesion.
- Excellent written and interpersonal communication skills with the ability to comfortably interact with the community, industry and academic professionals.
- Experience working in Microsoft Office and Google Docs, Sheets, Slides, and Drive.
- Financial acumen is essential: direct experience with budget development, management, P&L oversight and long-term budget forecasting.
- Familiarity with H2A Visa program

Preferred Attributes:

- A demonstrated commitment to land preservation and stewardship.
- Willingness and ability to make a minimum 5-year commitment to this position.
- Active member of local, state and/or national farm organizations with understanding of public policies that affect the farming and food industry.
- Spanish language proficiency (comprehension and speaking preferred over written proficiency).

Salary, Location, and Benefits

This is a full-time position with a salary range of \$80,000 to \$95,000/year plus a \$10,000 annual stipend to cover potential health care expenses such as health insurance premiums, co-payments and out-of-pocket expenses (Gwenyn Hill Farm does not provide health care insurance).

This position also includes subsidized housing in the form of a fully renovated and updated 3-bedroom farm house located on the grounds of Gwenyn Hill Farm. Three weeks of paid time-off and a CSA vegetable or meat share are also included with this position.

Gwenyn Hill Farm is located in rural Waukesha, Wisconsin and offers little access to reliable public transportation so applicants will need regular access to a vehicle of their own.

To Apply

To apply for this position, please send an email using the subject line “General Manager Application [Your Name]”, along with a resume and one-page cover letter that outlines your interest and qualifications for this position to careers@gwenynhill.com.

We hope to identify candidates for this position by March 15, 2024. Virtual interviews will be arranged with qualified applicants as soon as practical.