

## Organization

The Nova Scotia Federation of Agriculture (NSFA) represents the interests of Nova Scotia's agricultural community. Today its members account for well over 90% of all agricultural production in Nova Scotia and brings together farm businesses representing all aspects of primary agriculture in the province. The NSFA tackles policy issues that impact the competitive and sustainable nature of the industry and takes an active role in supporting registered farms through the delivery of programs and services. The NSFA supports farms by providing tools, resources, best practices, and training while advocating on their behalf.

## Position Overview

The NSFA is seeking a Farm and Workforce Development Manager (FWD) for a Parental Leave Contract (~12 months). The Farm and Workforce Development Manager is responsible for developing and facilitating industry-focused strategies to attract, retain, and develop farmers and farm workers to meet the evolving needs of the agriculture sector. The FWDM will initiate farm & workforce development initiatives, aligning its efforts with the organization's strategic goals and priorities in farm and workforce development, Farm Safety Nova Scotia, and Nova Scotia Young Farmers.

Passionate about agriculture, workforce development, and farm business management, the FWDM is a leader and strategic thinker who excels in creating innovative solutions to industry challenges. They will proactively identify opportunities to support the farm community, addressing current and emerging issues with forward-thinking strategies. The FWDM must possess strong leadership and collaboration skills, effectively guiding and supporting team members while fostering a culture of continuous improvement and innovation. Building and maintaining a robust network of partners, the FWDM will enhance collaboration and coordination in farm and workforce development efforts, ensuring meaningful engagement with members, stakeholders, and equity-deserving communities.

## Key Responsibilities

- ❖ Engage with members to understand their farm and workforce development needs to inform programming
- ❖ Utilize insights from members and stakeholders to innovate and enhance organizational initiatives
- ❖ Foster partnerships with stakeholders including commodity groups, CAHRC, CASA, NSAA, post-secondary institutions, and government bodies to identify collaboration opportunities
- ❖ Develop and lead strategic partnerships aimed at advancing collaborative efforts in farm and workforce development
- ❖ Engage with equity-deserving communities to build meaningful connections and promote opportunities within the agriculture industry
- ❖ Lead committees related to farm and workforce development
- ❖ Lead the farm and workforce development staff in alignment with the organization's strategic plan
- ❖ Support and contribute to the organization's strategic plan by providing guidance and expertise in farm and workforce development, farm safety, and mental health and wellness
- ❖ Coordinate and manage farm and workforce development strategies, including sector programming, Farm Safety Nova Scotia, and Nova Scotia Young Farmers
- ❖ Manage and coordinate the preparation of funding applications
- ❖ Manage program and project budgets and expenditures

# Farm & Workforce Development Manager



- ❖ Drive the development of workforce programming such as the Farm Technician Apprenticeship, career promotions and agricultural career pathways for youth, adults, and newcomers
- ❖ Oversee and coordinate the development and delivery of training, workshops and educational events for the farm community and future farmers and farmworkers
- ❖ Oversee and coordinate the development and delivery of tools, resources and best practices to support training and workforce development
- ❖ Maintain a network of partners, specialists, subcontractors, and consultants to ensure effective delivery of training and educational programs
- ❖ Collect feedback on training, workshops and resources, record results and share information among the team to inform future training and resources
- ❖ Analyze feedback and metrics to guide strategic decision-making and program improvements
- ❖ Evaluate program outcomes to ensure deliverables are achieved
- ❖ Prepare comprehensive reports for funders, Executive Director, Council, and committees, highlighting program impacts and outcomes

## Skills & Qualifications

- ❖ Post-secondary education in Agriculture, Business Administration, Human Resources, or equivalent
- ❖ 3 – 5 years of proven experience in leadership, stakeholder engagement, and program management
- ❖ Strong understanding of workforce development, farm safety, and industry trends
- ❖ Knowledge of Nova Scotia agriculture is an asset and experience working with small and medium-size rural businesses is required
- ❖ Excellent communication skills with the ability to influence and collaborate effectively across diverse stakeholders
- ❖ Demonstrated ability to manage budgets, funding applications, and project timelines
- ❖ Commitment to diversity, equity, and inclusion principles in program development and community engagement
- ❖ Ability to travel and represent the organization at national and regional events
- ❖ A Nova Scotia driver's license and access to a vehicle are required

## Compensation

- ❖ Starting annual salary between \$69,000 - \$78,000
- ❖ 3 weeks of vacation annually
- ❖ Employer-paid health and dental benefits
- ❖ Employee Assistance Program
- ❖ Hybrid work option pending position requirements

The NSFA prides itself in providing an enthusiastic work environment and is a tight-knit, supportive group encouraging collaboration and sharing of ideas. The NSFA strives to provide meaningful experience through career development and team-building activities.

## Applications

Email resume and cover letter to [hr@nsfa-fane.ca](mailto:hr@nsfa-fane.ca) quoting "Farm and Workforce Manager" in the subject line by July 5th, 2024 .