



## **JOB DESCRIPTION**

### **FUTURE OPPORTUNITY: Indoor Farm Operations Manager**

*Please note this posting is for future opportunities only. Your application will be held on file for future consideration and only successful candidates will be contacted.*

#### **Who We Are**

Cultivatd is an indoor farm brokerage serving new entrepreneurs and existing indoor farming companies in search of the right system and technology for their business needs and goals. To put it simply, we work to save indoor farmers time and money by leveraging our relationships with over 35 industry partners to find the best, unbiased solutions for all our clients.

Beyond brokering indoor farming technology, we also deploy expert farmers to manage and fully operate onsite facilities through our Farming as a Service (FaaS) offerings. Our experts have managed indoor farms across the globe ranging from short term (3 months) to multi-year contracts with our clients.

We believe in trusting our employees to get the job done. This means while we work incredibly hard, we also give our team the flexibility to enjoy life! It's important to us that you love your job and we want to support your growth both professionally and personally. Paying our employees a competitive salary is also included in this philosophy.

#### **The Role**

As a startup, we are a dynamic and dedicated team passionate about indoor agriculture and are looking for a highly motivated individual who is a natural leader and ready to problem solve at a moment's notice. Managing an indoor farm is no easy task, and so, at this time, we are only looking for people with previous farm management experience for this role!

With that being said, if you are not quite fit for this position but are interested in gaining experience in indoor farming please send Erika Parente an email with some details on your background and she will be happy to chat about potential training or future opportunities.

The Indoor Farm Manager is primarily responsible for managing farm staff, all day to day operations of the farm, data analysis, reporting and client relations. This role



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may be deployed anywhere in the world, as such flexibility to travel and relocate is an asset for this position. All work related visas and requirements will be provided by Cultivatd.

## Responsibilities

### Farm Management:

- Responsible for making decisions (including minor financial spends up to \$5000) related to the facility in coordination with the client
- Work directly with the Cultivatd Head of Farming Operations and the client to address any operational or crop issues
- Ensure all employees are following proper processes and procedures (based on SOPs)
- Assist with recruiting and interviewing process for new recruits
- Provide training for new hires and ongoing training as needed to existing staff
- Assign weekly schedule for all farm staff
- Make operational improvements as needed

### Farm Operations:

#### Set Up

- Oversee the Initial cleaning and sanitization of facility and tech, validate and sign off
- Establish appropriate water, nutrient levels and environmental conditions for each crop and set system(s) accordingly
- Initial set up and dosing of water reservoir
- Testing the system (Initial seeding/germination, Initial planting, Initial harvesting, Initial packaging and processing)
- Make adjustments to system levels as required to improve functionality and output
- Create weekly staffing schedule, cleaning and maintenance schedules and operational workflows

#### Ongoing Monitoring

- Conduct hands-on daily and weekly tasks including inspecting seedlings, growing and harvested crops for quality, recording deviations, observations, taking photos, and data analysis
- Complete testing on plant nutrients, collect samples, and complete documentation
- Manage all operational processes and workflows from seed to harvest



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- Complete monthly/annual auditing (GAP, Hasccp)
- Develop, regularly update and follow SOPs and training documents
- Regularly monitor and adjust water and nutrient levels (daily/weekly)
- Create IPM strategies (cultivar specific) and implement as required
- Review plant and system data in order to produce weekly reports on plant growth and harvest outcomes for client management team
- Mentor and support farm staff with daily operations, challenges or escalations

### **Health and Safety**

- Must follow all health and safety regulations and protocols
- Must follow all cleaning SOPs and best practices
- Maintain all health and safety regulations and precautions in order to achieve the highest standard of food and employee safety

### **Qualifications**

- Proven management experience (2-3 years)
- Leadership experience that has involved hiring and training new staff
- Strong teamwork skills and ability to lead by example
- Minimum 5 years of indoor agricultural experience as a grower or agronomist
- Technical degree or diploma in plant science, horticulture or a related field is preferred
- Strong knowledge of integrative pest management
- Experience with growing cannabis, leafy greens, micro greens and or fruits and vegetables in an indoor facility
- Training in Food Safety and Sanitation is an asset
- Ability to write training documents, SOPs and reports
- Natural problem solver with a tendency to think outside the box
- Enjoys working alongside a small team of indoor ag enthusiasts

### **Salary**

70,000-100,000 depending on your level of qualifications and experience. Let's chat!