

Executive Director

Rio Grande Community Farm

Location: 1701 Montañño Rd NW, Albuquerque, NM 87107

Hours: Part-time, approximately 20 - 30 hours per week

Compensation: \$25–\$30 per hour depending on experience, plus healthcare stipend and 40 hours (two weeks) paid holiday time

About Rio Grande Community Farm

Since 1997, Rio Grande Community Farm (RGCF) has been a leader in sustainable urban agriculture, food and wildlife education, and community connection in Albuquerque's North Valley. We're home to a thriving community garden with more than fifty members, the Tres Hermanas refugee farming project, and beloved community events including the Spring Festival and Plant Sale, Lavender in the Village Lavender Festival and a fall event, such as the Maize Maze and/or Farmstrong. We help people grow food, we maintain wildlife habitat, and build relationships with our farmers and the community.

About this role

We're hiring an Executive Director to steward and grow what's been built here. Our current ED has cultivated a culture we care deeply about continuing — trust and autonomy for staff, shared decision-making with the board, and a deep, living relationship with the community and mission we serve. The right person will take that culture seriously as part of the work, not as a backdrop to it.

The ED works closely with the Board of Directors, staff, and partners to set strategy, diversify fundraising, expand programming, and represent RGCF in the wider community. This is a part-time role (~20 hrs/week) suited to someone who thrives in a small, mission-driven nonprofit and knows how to do a lot with a focused team.

What you'll do

- Partner with the Board to shape and carry out RGCF's strategic direction, program priorities, and annual goals.
- Support and develop staff — including the garden and farm manager, greenhouse manager, farm partner groups, contractors, and event team — with trust and autonomy rather than top-down management.
- Manage contracts with our partner groups.
- Grow and diversify our fundraising (grants, individual giving, events) and steward our operating budget responsibly.
- Build and maintain genuine relationships with members, donors, partners, government agencies, and neighbors.
- Represent RGCF at community events, in coalitions, and with the press.
- Track policy issues relevant to urban agriculture, food access, water, and conservation in the Middle Rio Grande.
- Keep the organization in compliance with applicable laws, regulations, and nonprofit obligations.

- Communicate openly and consistently with the board, staff, and community — transparency in how decisions get made is part of the job, not a side duty.

What we're looking for

We're more interested in track record and fit than credentials. Strong candidates will bring:

- Several years of leadership experience in a nonprofit, farm, community organization, or similarly mission-driven setting. A degree in business, nonprofit management, or a related field is welcome but not required if you've done the work.
- A collaborative, facilitative leadership style — comfortable sharing decisions rather than holding them.
- Comfort with nonprofit finance: budgeting, reading financial statements, and basic bookkeeping (we use QuickBooks).
- A real relationship with or strong interest in our work: sustainable agriculture, food justice, conservation, refugee and immigrant communities, or community-based education.
- Strong written and verbal communication, including comfort speaking publicly and representing the organization.
- Fundraising experience — grant writing, individual donor cultivation, or event-based fundraising — and a willingness to keep growing those muscles.
- Familiarity with Google Workspace.

Helpful but not required

Farming or agricultural experience; education or curriculum design; marketing and PR; event planning and management; policy analysis; knowledge of nonprofit governance best practices.

How we work

RGCF is a small team. We make decisions together when we can. Staff are trusted to run their own programs, and the ED's job is to set direction, remove obstacles, and represent the farm outward — not to micromanage. We expect honesty about what's working and what isn't. If that way of working energizes you, we'd love to hear from you.

Compensation and benefits

- \$25–\$30 per hour depending on experience (approximately 20 -30 hrs/week)
- Healthcare stipend
- 40 hours (two weeks) paid holiday time
- Schedule flexibility, with on-farm presence expected for key events and regular staff/board engagement

Who should apply

If you're reading this and wondering whether you're "qualified enough" — please apply. Research suggests that qualified candidates often screen themselves out of roles not because they can't do the

work, but because they assume every listed qualification is a hard requirement.¹ We'd rather hear from you and decide together.

We especially encourage applications from:

- People with lived experience in the communities RGCF serves — including immigrant and refugee communities, Indigenous communities, and long-time North Valley residents.
- Farmers, gardeners, and food systems practitioners who have grown into leadership through the work rather than through formal management training.
- People returning to the workforce, changing careers, or building a portfolio of part-time mission-driven roles.
- Bilingual candidates (Spanish/English especially welcome, though not required).

You do not need to meet every item on the list above to apply. If our mission resonates and you believe you can lead this organization well, we want to hear from you.

Equal opportunity

Rio Grande Community Farm is an equal opportunity employer. We do not discriminate on the basis of race, color, national origin, ancestry, religion, sex, gender identity or expression, sexual orientation, age, disability, veteran status, marital status, or any other protected characteristic. We are committed to building a team that reflects the diversity of the communities we serve.

To apply

Send a letter of interest and a resume to chris@riograndefarm.org

¹Tara Sophia Mohr, "Why Women Don't Apply for Jobs Unless They're 100% Qualified," *Harvard Business Review*, August 25, 2014.