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Healthy Agroecosystems Program Manager

Organization & Program: Agriculture Stewardship Hawai'i, Healthy Agroecosystems

Reports To: Executive Director

Location: Kunia, O'ahu

Employment Type: Full-Time, Hybrid-Remote

Salary Range: \$75-85K + Benefits

Posted: August 23, 2026

How to Apply

Please apply by completing this [Google Form](#).

Priority consideration will be given to applicants who **apply anytime before 5:00PM on September 25, 2026**. Applications after the priority date will still be accepted. Application includes: Resume, Cover letter, 3 references, (optional) 0.5 to 1 page description of relevant projects you've led

Questions? Contact Sophie Moser, at sophie.moser@agstewardshiphawaii.org

About Agriculture Stewardship Hawai'i

Founded in 1998, Agriculture Stewardship Hawai'i (formerly O'ahu Resource Conservation & Development Council) is a statewide nonprofit that helps Hawai'i's farmers, ranchers, and land stewards to access the funding, technical support, and conservation resources they need to build sustainable operations. We work directly with producers to improve soil health, water quality, and farm productivity through conservation practices and planning. We also help farmers navigate grant writing and loan applications. Our work carries a deep commitment to strengthening local food systems through support for small-scale agricultural producers.

Position Summary

The Healthy Agroecosystems Program supports agricultural producers in implementing conservation practices that improve the environmental conditions and the long-term sustainability of Hawai'i's working lands. The program provides conservation planning, in-field technical assistance, and cost-share funding for participants. Projects are delivered through partnerships with producers, state and federal government agencies, and conservation organizations.

The Healthy Agroecosystems Program Manager (HAPM) leads the program's multi-stakeholder project portfolio – overseeing design, implementation, and administration. This includes day-to-day management of an experienced implementation team (4 staff), specialized contractors, and conservation planning services, along with quality control, contract management, stakeholder engagement, and partnership development. The HAPM works closely with organizational leadership to ensure high-quality delivery, timely implementation, grant and regulatory compliance, and meaningful outcomes for Hawai'i's agricultural community.

Key Responsibilities

Staff Supervision

- Supervise and coordinate conservation planning and field staff, delegating time and resources to meet program priorities, producer needs, and deliverables.
- Provide technical and operational guidance to program staff, and review conservation plans, producer contracts, technical products, and reports for quality, completeness, and compliance.
- Facilitate team meetings to coordinate workloads, troubleshoot, and support collaboration.

Program Leadership, Management & Administration

- Lead strategy development and ongoing learning to evaluate and deepen program impact.
- Lead program budgeting and administration — expense tracking, invoicing, progress tracking, and financial/narrative reporting — in coordination with leadership and with support from administrative staff.
- Monitor grant/contract deliverables, timelines, reporting requirements, and project documentation; maintain systems and workflows to track conservation projects.
- Provide regular updates to leadership on program progress, finances, and outcomes; identify operational challenges and develop strategies for program growth and conservation impact.

Conservation Planning

- Oversee conservation planning services, including client intake, site assessments, planning, mapping, documentation, and plan submission.
- Ensure conservation plans meet applicable NRCS Field Office Technical Guide standards, coordinating plan reviews with Soil & Water Conservation Districts (SWCD) and partners.
- Improve conservation planning tools, workflows, and technical resources.

Cost-Share & Incentive Project Management

- Lead the design and implementation of cost-share and incentive projects, including watershed restoration, water quality, agricultural water management, agroforestry, and soil health initiatives.
- Develop project guidelines, eligibility requirements, application processes, scopes of work, budgets, and implementation procedures; oversee applicant and project selection.
- Coordinate field staff and technical resources to ensure practices are implemented according to approved plans, and monitor project outcomes to improve the accessibility and impact of cost-share programs, particularly for underserved producers.

Partnership & Stakeholder Development

- Foster relationships with agricultural producers, SWCDs, NRCS, government agencies, watershed organizations, conservation partners, and funders.
- Facilitate coordination among agencies and community partners to improve service delivery and identify collaboration opportunities.
- Represent the Program in meetings, working groups, events, and partner engagements.

Internal Fund Development

- Identify funding opportunities for the program.
- Lead proposal development and grant writing efforts for the program — including concepts, budgets, and scopes of work with support from administrative staff.
- Provide programmatic input into organizational fundraising and strategic development.

Qualifications

Required Qualifications:

- 4+ years of experience in Hawai‘i in agriculture, conservation, natural resource management, environmental science, or a closely related field
- 3+ years managing complex projects and coordinating multiple stakeholders, including developing, implementing, or managing conservation programs, agricultural technical assistance, cost-share programs, or related initiatives – and managing complex regulatory compliance
- Experience supervising or coordinating experienced staff and managing multiple projects, priorities, and timelines simultaneously.
- Experience working directly with farmers, ranchers, or agricultural organizations in Hawai‘i
- Experience managing and developing funder relations or organizational partnerships.
- Ability to work independently, exercise sound judgment, and manage competing priorities
- Demonstrated knowledge of Hawai‘i's agricultural sector, agricultural operations, conservation challenges, and natural resource management priorities.

Desirable Qualifications:

- Working knowledge of NRCS conservation planning processes, conservation practice standards, and USDA or other federal agricultural conservation programs.
- Experience developing and managing federal, state, county, or private grants and contracts, particularly USDA or agriculture and conservation-related awards.
- Experience working with agricultural producers and communities, including underserved farmers and ranchers, and incorporating equity and accessibility into program design.
- Experience with GIS, conservation mapping, field data collection, or other tools used to support conservation planning and project implementation.
- Bachelors/Masters: conservation, agriculture, natural resources, env. science, or a related field

Compensation & Benefits

- **Salary Range:** \$75-85K; Commensurate with experience
- **Benefits:** Healthcare, Paid Vacation, Paid Sick Leave, Paid Holidays (14), Hawai‘i Pregnancy Leave, 401(k) Retirement Match after one year, Hybrid In-Person/Remote Work, In-field work.
- **Professional development opportunities**
 - Extensive exposure to nonprofit development in Hawai‘i’s agricultural sector
 - Opportunity to build relationships with 20+ partner organizations
 - Technical training opportunities
 - Opportunity to work with a growing nonprofit with a diverse team committed to supporting environmental conservation and Hawai‘i’s farmers & ranchers

Working Conditions:

Working outdoors in Hawai‘i weather can include high heat, humidity, rain, and sun exposure. Work may be performed at farm and agricultural venues with exposure to animals, wildlife, dust, pollen, allergens, and wet or uneven terrain. During field-based activities, employees may work in proximity to agricultural chemicals, fertilizers, and pesticides, and heavy machinery. The office environment is located within an agricultural zone and surrounded by active agricultural operations, which may result in ambient exposure to similar conditions. Employees will regularly need to use a computer for office-based responsibilities. Employees may need to occasionally lift and carry equipment, supplies, and furniture up to 30 lbs, including on uneven terrain, walk on uneven terrain, and attend events at off-site and harder to reach farm venues. A valid driver's license is required for this role.