

Position Announcement (6/11/18)

Title: Director, Food Processing Business Incubation Program (Association Senior Resource Educator)

Key position providing technical assistance and program leadership to help small food and beverage manufacturing businesses grow to reach wholesale markets. The Finger Lakes Regional Prosperity Network (FLRPnet) and Cornell Cooperative Extension of Tompkins County are partnering to pilot a food manufacturing sector development program. The Director of the Food Processing Business Incubation Program (FoodBIP) is responsible for developing, implementing and managing a dynamic outreach and technical assistance network. The Director will also curate an online database, adding current resource information such as co-packer capacity, distribution networks, companies offering package design, etc. FoodBIP is a business development program, targeting farm-based and factory-based food and beverage manufacturers. By connecting businesses with regional assets and technical assistance, FoodBIP will create an entrepreneurial ecosystem for the food sector and a regional identity as a good place to grow a food manufacturing business. Program goals include creating good jobs and careers, and fostering business investment in this rural region.

Ideal candidate will have food manufacturing knowledge, economic development experience, and commitment to revitalization of the Finger Lakes region of Upstate New York. You must be an organized self-starter with the ability to develop and manage an innovative program to help small food and beverage processors expand to reach regional wholesale markets. You must thrive on connecting with business people to help them succeed. The initial contract is for a one year 0.8 FTE position serving Chemung, Schuyler, Steuben, and Tompkins counties of New York. (We currently seek additional funding to make this full-time.) The position is based in Ithaca, however the Director may operate flexibly out of other locations in the region. The success of the pilot program will determine future expansion to a full-time position serving an expanded region.

Qualifications:

Masters Degree in Business, Agriculture, Marketing, or related field and 2 years relevant work experience in food manufacturing, food distribution, or related industry. Extensive knowledge and experience with emerging issues in the food processing industry and its regulatory environment. Exceptional communication skills; a dynamic team leader, highly organized, motivated, self directed and capable of managing multiple projects simultaneously. Ability to meet travel requirements associated with this position, including valid driver's license and the use of non-company vehicle for independent travel when necessary. Ability to meet acceptable background check standards. Ability to work flexible hours which may include evenings and/or weekends, as appropriate.

Minimum Salary: \$54,000

Hours/Benefits: Position is part-time (32 hours/week) and includes full benefit package including health and dental insurance, retirement, life insurance and more.

Inquiries: Questions about the application process should be directed to Krystal Watson, HR Manager, 607-272-2292 or email krk7@cornell.edu. Questions about the position in advance of applying should be directed to Martha Armstrong, VP, Tompkins County Area Development, 607-272-0005 or email marthaa@tcad.org.

Application: Individuals interested in this position should apply on-line. A link to the full position description and application process is available at: ccetompkins.org/jobs. The posting will remain open until we have a suitable pool of candidates.

Individuals who bring a diverse perspective and are supportive of diversity are strongly encouraged to apply.

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