

Contract Opportunity Project Manager – Farmer Veteran Coalition, Inc.

Location: California Residence Hybrid

Organization: Farmer Veteran Coalition California, Inc

Employment Type: Part Time

Grant Description:

The Empowering Veterans for Agricultural Success program provides California's military veterans with classroom instruction, field-based training, mentorship, and business-planning resources to launch or strengthen farm and ranch operations—building resilient local food systems while supporting those who served.

Farmer Veteran Coalition of California (FVCCA) invites proposals from qualified professionals for a Project Manager (Contractor) role to lead the USDA NIFA-funded Empowering Veterans for Agricultural Success Program (EVAS). The Project Manager will coordinate partners, events, and trainings that help military veterans start or expand agricultural businesses, while ensuring strong compliance with USDA NIFA requirements.

Key Responsibilities Overview:

- Oversee the overall execution of the 3-year USDA NIFA veteran farmer training project
- Manage partner relationships and coordinate events, workshops, and training statewide
- Guide the project team to meet milestones, maintain timelines, and deliver participant-focused programming
- Collaborate with evaluator and financial manager to ensure accurate reporting and data collection
- Prepare monthly, quarterly and annual technical grant reports for USDA NIFA
- Serve as the central point of contact among FVC-CA staff, contractors, veteran participants, and community partners
- Ability to track deliverables, budgets, and compliance timelines

Qualifications:

- Demonstrated experience managing federally funded projects or large-scale
- workforce/agriculture training initiatives
- Knowledge of 2 CFR 200 federal grant compliance and reporting
- Strong skills in project coordination, partner engagement, and budget tracking
- Excellent communication, organizational, and problem-solving abilities
- Experience in agricultural education, farm business training, or technical assistance programs
- 2 years' experience leading non-profit programs
- Experience coordinating field days, workshops, or hands-on training events

Preferred Qualification

- Understanding of small-scale farming, ranching, or regenerative agriculture practices
- Familiarity with adult education models or community-based learning

Veteran & Community Experience

- Lived experience as a veteran, military family member, or in veteran-centered programs
- Experience supporting diverse veteran populations
- Experience in workforce development or career navigation

Technical & Organizational Tools

- Experience with CRM or participant management tools
- Familiarity with Google Workspace, project management platforms (e.g., Asana, Trello), or virtual meeting tools
- Comfort using shared drives and digital documentation systems
- Ability to manage calendars, timelines, and reporting workflows

Soft Skills That Matter in This Role

- Ability to work independently while coordinating a dispersed team
- Strong problem-solving skills when navigating shifting needs or timelines
- Experience building partnerships across nonprofits, government, and community groups
- Adaptability and creativity in program design

Contract Information

- Contract type: Independent Contractor (1099)
- Year 1 fee: \$43,943; increases in Years 2-3 (total \approx \$138,000 over 3 years)
- Time commitment: [10-15 hours/week]
- Work location: Hybrid/remote with statewide travel to training and events

How to Apply:

Interested professionals should submit the following to hire@fvcca.org by December 19, 2025

1. Resume/CV highlighting relevant experience
2. Brief cover letter or capability statement
3. References or past performance examples (optional but encouraged)