



## Position Title: Agricultural Operations Manager

**Location:** Kailua, Hawai'i (Pālāwai & Kapalai Sites)

**Job Type:** Full-Time, Exempt, At-Will (40 hours/week, Tuesday–Saturday)

**Compensation:** Competitive salary, based on experience

**Reports to:** Farm Manager

### Position Overview

The Agricultural Operations Manager is responsible for leading the daily operations, production systems, and field staff across Ho'okua'āina's agricultural sites at Pālāwai and Kapalai. Working in close partnership with the Farm Manager, this position has significant autonomy and decision making authority in planning, coordinating, and implementing day to day farm operations.

This role serves as the operational leader in the field, translating strategic farm goals into efficient execution. The Agricultural Operations Manager is responsible for supervising staff, coordinating production activities, maintaining equipment and infrastructure, managing livestock, and ensuring that both sites operate safely, efficiently, and in alignment with Ho'okua'āina's mission and values.

Success in this role requires initiative, strong leadership, sound judgment, excellent organizational skills, and the ability to independently manage multiple priorities while collaborating closely with the Farm Manager on long-term planning and organizational goals.

### Key Responsibilities

#### Farm Operations & Site Management

- Lead the day-to-day management and operations of both the Pālāwai and Kapalai agricultural sites.
- Independently coordinate and oversee daily production activities, ensuring work is completed efficiently, safely, and to a high standard.
- Manage all aspects of kalo production across both sites, including land preparation, planting, irrigation, cultivation, harvesting, and post-harvest handling.
- Oversee livestock care, farm equipment, tools, irrigation systems, buildings, and infrastructure.
- Coordinate field preparation, site improvements, maintenance schedules, and operational logistics.



- Ensure both farm sites remain organized, productive, safe, and well maintained.
- Identify operational challenges and implement practical solutions that improve efficiency, productivity, and stewardship.
- Maintain accurate production, maintenance, and equipment records.

### **Staff Leadership & Management**

- Directly supervise and manage farm staff across both sites.
- Develop daily and weekly work plans and clearly communicate priorities and expectations.
- Delegate responsibilities while maintaining accountability for quality, safety, and timely completion.
- Train, mentor, and develop staff to build technical skills, leadership capacity, and operational excellence.
- Foster a positive, collaborative, and mission-driven team culture grounded in aloha, accountability, and continuous improvement.
- Monitor staff performance and provide regular coaching and feedback.

### **Planning & Implementation**

- Collaborate with the Farm Manager to develop seasonal production plans and operational priorities.
- Independently execute production schedules and adjust plans as weather, staffing, and field conditions require.
- Monitor progress toward production goals and recommend improvements to increase efficiency, sustainability, and overall farm productivity.
- Anticipate operational needs, procure necessary supplies, and ensure resources are available to meet production objectives.

### **Collaboration & Organizational Support**

- Partner closely with the Farm Manager to align daily operations with Ho'okua'āina's long-term agricultural vision.
- Coordinate with education and program staff to support 'āina-based learning experiences while maintaining productive farm operations.
- Represent Ho'okua'āina professionally with volunteers, community partners, contractors, and visitors.
- Participate in community workdays, outreach events, and professional development opportunities that strengthen farm operations and organizational partnerships.



## Minimum Qualifications

- Minimum three years of responsible experience managing agricultural operations, farm production, or land management.
- Demonstrated experience supervising employees or field crews.
- Proven ability to independently organize work, establish priorities, solve problems, and manage multiple projects simultaneously.
- Experience operating and maintaining agricultural equipment, including tractors, excavators, irrigation systems, and farm tools.
- Strong leadership, communication, and organizational skills.
- Ability to work independently while collaborating effectively with leadership.
- Valid Hawai'i Driver's License.
- Ability to perform physically demanding outdoor work, including lifting up to 60 pounds.

## Preferred Qualifications

- Bachelor's degree in Agriculture, Natural Resources, or a related field.
- Experience managing diversified agricultural operations.
- Knowledge of regenerative agriculture, agroforestry, or natural farming systems.
- Familiarity with Hawaiian agricultural traditions, lo'i systems, and 'ike Hawai'i.
- Experience managing livestock.
- Experience with farm planning, inventory management, and production tracking systems.

## Working Conditions

- Full-time (40 hours/week), generally Tuesday through Saturday, with flexibility during seasonal production needs and special events.
- Primarily field-based across both Pālāwai and Kapalai, with occasional office responsibilities.
- Regular operation of farm equipment and machinery.
- Frequent walking, bending, lifting, carrying, and working in varying weather conditions.

This position is ideal for an experienced agricultural professional who enjoys taking ownership of operations, leading teams, solving problems proactively, and helping build a thriving farm that serves both community and 'āina.



## **Why Join Ho'okua'āina?**

This is a unique opportunity to help shape one of Hawai'i's most innovative models of regenerative agriculture, cultural restoration, and community resilience. As Agricultural Operations Manager, you will lead the development of a growing agricultural enterprise that not only produces food but also cultivates leaders, restores ecosystems, and strengthens connections between people and 'āina.

You'll work alongside a passionate, mission-driven team committed to creating a healthier and more resilient future for Hawai'i through aloha 'āina.