



# Position Description

<b>JOB TITLE</b>	Regenerative Farm Manager
<b>REPORTS TO</b>	Operations Manager
<b>DIRECT REPORTS</b>	Farm team, Trainees, Volunteers
<b>LOCATION</b>	Geelong & Surrounds

**ABOUT FARM MY SCHOOL**

Farm My School is a not-for-profit organisation partnering with schools to transform underutilised land into regenerative farms that nourish, educate and connect communities. Inspired by a vision of a healthier future for our people and planet, FMS is redefining how farming and food production can shape education, build capability, and strengthen community connection. Our approach goes beyond farming — it transforms how we engage with food, learning, and each other.

**JOB SUMMARY/PURPOSE**

The Farm My School Regenerative Farm Manager, offers a dynamic opportunity to contribute to the ongoing development and running of the market garden at Bellarine Secondary College. Working across school environments and community settings, the role requires adaptability, strong coordination, and the ability to manage a range of programs, staff and projects simultaneously.

The Regenerative Farm Manager will lead the:

- Overall operations of the Bellarine farm, including growing & food production, repairs and maintenance, managing and empowering staff (farm hand and SBAT's), liaising with customers, supporting regeneration and biodiversity across the property, working with BSC staff and the broader FMS team.
- Development and ongoing evolution of seasonal planning, including propagation, planting, crop rotations, beneficial planting and composting systems.
- Engagement of services and contractors as required.
- Planning and overseeing of volunteer and BSC student sessions.
- Documentation of data and findings from each harvest and season for reporting purposes. This will include production tonnage, site rainfall, inputs, pest occurrence, crop failures etc.
- Ongoing refinement of farm systems in accordance with the continual evolution of best practise regenerative farming principles.
- Facilitation of an engaging SBAT trainee program and liaise with the trainee provider where required.

As a Regenerative Farm Manager on our farm team, responsibilities will include contributing to decisions and conversations around:

- Soil and site health management to optimize productivity and environmental care.
- Ensuring compliance with Occupational Health and Safety (OHS) policies and maintaining farm machinery.

This hands-on role requires physical fitness, energy, and the ability to inspire and lead others.

## KEY RESPONSIBILITIES

### Market Gardens & Farm Teams

The Regenerative Farm Manager's role includes execution of the farms day-to-day operations, including:

- Overall market garden management, including:
  - growing & food production,
  - repairs and maintenance,
  - managing and empowering staff (farm hands and SBAT's),
  - liaising with customers,
  - supporting regeneration and biodiversity across the sites,
  - working with school staff and the broader FMS team.

The Regenerative Farm Manager will work closely with the Operations Manager to ensure the following is occurring on site:

- Development and ongoing evolution of seasonal planning, including propagation, planting, crop rotations, beneficial planting and composting systems.
- Engagement of services and contractors as required.
- Documentation of data and findings from each harvest and season for reporting purposes. This will include:
  - production tonnage,
  - site rainfall,
  - inputs,
  - pest occurrence,
  - crop failures etc.
- Ongoing refinement of farm systems in accordance with the continual evolution of best practise regenerative farming principles.
- Facilitation of an engaging SBAT trainee program and liaise with the trainee provider where required.
- Maintain and improve efficiency on harvest, wash and pack days.
- Diverse produce sales including (in order of preference):
  1. Veggie boxes
  2. School canteen
  3. Food tech
  4. Farmgate/markets etc
  5. Hospitality
  6. Food relief/charity
- Regenerative farmer/local producer networks to supplement sales when required

### Compliance

Ensure the farm meets all local labour/council laws, food safety and relevant certification requirements. If there are any compliance issues or concerns, management is notified immediately.

### Onsite Work

The role will also include working alongside farm teams within each sites day-to-day operations, to both support and mentor staff, which will include:

- General farm tasks and maintenance.
- Physical labour, such as broad forking, composting, planting, and mulching.
- Propagation, planting, crop care, and harvesting produce for sale.
- Strict adherence to property management systems.
- Managing and maintaining equipment and tools (eg irrigation systems, tools etc).
- Collaborating with the team to implement and refine processes and procedures.

### Stakeholder Liaison

- Build relationships with all visitors and stakeholders to ensure cohesive action towards the implementation of the FMS visions and defined principles.
- Engage with values aligned local organisations to collaborate on projects of mutually beneficial outcomes
- Motivate fellow staff/trainees to perform their duties, including education on our philosophy.
- Assist with the organisation and running of community engagement events.
- Take pride in your work and working environment by always presenting FMS in a professional and community-minded manner.

### OH&S and other Regulatory Compliance

- Monitors Education Program processes and activities to ensure the FMS operation complies with statutory requirements.
- Ensure staff, contractors, volunteers and visitors comply with OH&S guidelines and all regulatory obligations.
- Ensure adequate briefings occur and work safe practices adhered to for any users of the site.
- Report any unsafe behaviour, equipment requiring maintenance, or otherwise threat to Directors.

### Continuous Improvement

- Provide recommendations to Management on plans or proposals to maintain and/or improve the facilities, operations etc.
- Any other tasks requested by management.

## ROLE DELIVERABLES

The Regenerative Farm Manager will work closely with the Operations Manager to:

- set realistic targets to ensure financial viability of the site and team.

The role is accountable for delivering the following outcomes:

- outstanding regenerative farm management practices aligned to FMS values at all times.
- meeting agreed budget and production targets
- ensuring soil and site health management is prioritised to optimize productivity and environmental care
- adherence to all school and company policies and procedures
- effective coordination and mentoring of farm staff
- strong engagement and partnerships with schools and community stakeholders
- growth and sustainability of the farm site
- accurate tracking, documentation and reporting of farm operations
- all operations are in line with organisational standards and values

- identification and implementation of continuous improvement across sites
- ensure compliance with Occupational Health and Safety (OHS) policies is current, adhered to, documented for the site
- provide content to our marketing team to promote FMS

## POSITION QUALIFICATIONS

### Essential Skills & Abilities

- Prior experience is essential, having either completed a past internship or a full season in a market garden
- Strong organisational and time management skills, with the ability to manage multiple priorities
- Demonstrated ability to coordinate or lead teams (including casual or project-based staff)
- Strong communication and stakeholder engagement skills
- Ability to work independently, take initiative and adapt in a dynamic environment
- Sound administrative and computer skills with attention to detail
- Strong teamwork and collaboration skills
- Passion for & commitment to environmental care, respect & regeneration

### Requirements

- Working with Children Check
- Current Driver's Licence
- First Aid Certificate (or willingness to obtain)
- Full Australian working rights
- Positive and approachable demeanour, with the ability to work well with diverse groups.
- Proactive attitude and willingness to adapt in a dynamic work environment.

### Desirable

- Established networks within the local community
- Commitment to sustainability and regenerative practices.