



Bluegrass AgTech Development Corp.  
824 Bull Lea Run, Suite 219  
Lexington, Kentucky 40511

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## **Job Opportunity: Bluegrass AgTech Development Corp**

### **POSITION: EXECUTIVE DIRECTOR**

The Executive Director serves as the primary position for the Bluegrass AgTech Development Corp (BADC). The Executive Director is responsible for leading the BADC's operations aimed at cultivating a flourishing innovation ecosystem for entrepreneurs and startups within Kentucky's agtech sector. This position will boost Kentucky's economy by promoting innovative businesses and job opportunities in agriculture. It aims to encourage both local and global citizens to build careers, grow businesses, and improve lives in Kentucky.

### **DUTIES & RESPONSIBILITIES:**

- Under the direction of the Board of Directors, lead day-to-day statewide operations of the BADC, a nonprofit agricultural organization based in Lexington, Kentucky
- Drive the strategic vision of the BADC to develop and provide a flourishing innovation ecosystem for entrepreneurs and startups in the agtech sector in Kentucky
- Retain and develop new organizational partnerships and programming that raise funds and generate revenue to support and expand operations of the BADC
- Lead organizational management including budgeting, legal and financial activities, other contracted services, and hiring/assignment of duties if necessary
- Manage BADC's Challenge Grant program, including application, scoring, and awarding of grants, and oversee reporting and monitoring of grantee activities
- Report to and communicate regularly with BADC's Board of Directors and funding partners on items such as financial activities, fundraising, partnership development, Challenge Grant programming, marketing, etc. This includes regular written reporting, oral presentations, and other informal communications as appropriate
- Maintain active communication and interaction with local, state, and national partners and resources for the betterment of the organization. This may include participation in conferences, meetings, professional programs, public appearances, newsletters, etc.
- Mentor and assist emerging agtech companies and projects as they move through development and startup phases. Assistance may include connections to researchers, universities, or growers, introductions to business management tools, and exploration of funding opportunities
- Develop long-range planning to maintain continuity and consistency in programming; identify long-range opportunities and areas for improvement and recommend action accordingly
- Maintain an awareness of new and emerging technologies in the agtech sphere
- Monitor and engage as appropriate with legislative action that may impact the agtech environment and proactively engage with activities that could improve agtech development and Kentucky's agribusiness climate. This may include position papers, meetings, bulletins, etc.
- Other duties as assigned



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## QUALIFICATIONS, KNOWLEDGE, SKILLS & ABILITIES:

- Commitment to the mission of the BADC with a proven track record in the areas of agriculture, business and start-up support, partnership development, fundraising, and grant management.
- Ability to communicate and work alongside existing partnerships including the Lexington-Fayette Urban County Government, the Kentucky Department of Agriculture, the University of Kentucky Martin-Gatton College of Agriculture, Food and Environment, and Alltech.
- Strong leadership skills and management experience
- Experience in organizational management, planning, personnel, public relations, and finance
- Ability to work with and meet deadlines while handling multiple projects and tasks
- Ability to maintain confidentiality
- Excellent oral and written communication skills

## REQUIREMENTS:

- To be considered, the applicant must have a minimum of five (5) years of experience as an executive or employee in the fields of agriculture, business development, organizational management, education and research, or technology innovation. The applicant must have had direct, demonstrable experience with business development activities and/or agtech projects.
- The applicant must clearly specify his or her fulfillment of the minimum employment experience and qualifications stated above in a cover letter accompanying his or her professional resume. Failure to comply may warrant elimination of an applicant from further consideration.
- The position will be structured as a contract with a full-time equivalent level of service expected. Compensation for the position will be limited to the contracted consultant fee and applicable commission (see below).
- The applicant must be willing and able to travel (up to 20% of the time).

## ADDITIONAL INFORMATION

The BADC Executive Director reports to the Board of Directors. The consultant fee range will be between \$105,000 - \$120,000 annually depending on experience level. Additionally, the position may be eligible for up to a 5% commission on qualifying funds raised from new, private partners. To be considered for the position, please send your resume and cover letter to [info@bluegrassagtech.org](mailto:info@bluegrassagtech.org) by **February 28, 2025**. Questions regarding the positions can be submitted to this email address as well.