

## Post Scarcity Institute: Program Manager

The Post Scarcity Institute (PSI) is currently seeking a Program Manager. This is a full-time position, based in the Nosara area of Costa Rica.

We are seeking a Program Manager who is passionate about both the design and operational aspects of the Post Scarcity Institute's programs.

The ideal candidate for this position is an experienced permaculture designer and implementer, someone who is **deeply interested in implementing truly sustainable systems and is inspired by the prospect of exploring new solutions to local challenges**. We are looking for a person who is a hands-on manager and enjoys being in the field.

The PSI uses permaculture, agroforestry, and other sustainability methodologies to enable human and native flourishing in the Guanacaste province of Costa Rica. The PSI is a new organization, having been established in 2021 as part of a larger project called Tierramor. The PSI is a center for learning and discovering ways of living and being. At its essence, the PSI seeks harmony between diversity and productivity - two things that are, all too often, perceived as mutually exclusive in our modern world. The PSI simultaneously pursues innovation and deeply values ancient wisdom.

The PSI cohabits an incredible 140 hectares of land with Tierramor. Tierramor is the center for consciousness which, at its core, seeks to bring people back into alignment with their primary human needs - connection, nourishment of the body and the soul, and belonging. The PSI is the steward of the land and runs regenerative programs in and around the various aspects of Tierramor - its temples, retreat center, and community. The PSI is also deeply involved in the design of the overall project, providing Tierramor with integrated food, energy, and water systems.

The Program Manager will play a key role in program design and setting the parameters for the project at large. This will be in collaboration with the permaculture designer, the PSI's Executive Director, and Tierramor's Founder. Importantly, the Program Manager will oversee the implementation of the PSI's programs. **This will involve the day-to-day management of local staff as well as volunteers**. This is a position for someone who is simultaneously a thinker and a doer and is able to take responsibility for teams.

A deep passion for permaculture and or/allied sustainability frameworks is absolutely essential for this role. Our ideal candidate has extensive knowledge and experience of tropical permaculture. We are, however, open to experienced permaculturalists from other climates who are eager to learn about Costa Rica.

The Program Manager needs to have strong leadership, management, and communication skills. Proficiency in Spanish is essential for this position.

### Responsibilities include, but are not limited to:

- Program design and development (in collaboration with the other senior team members)
- Implement programs
- Conduct research where appropriate
- Supervision and day to day management of local staff
- Manage and oversee volunteers
- Develop operational plans
- Manage budgets, track program expenditures, reconcile petty cash
- Maintain records
- Oversee monitoring and evaluation activities
- Engage in ongoing evaluation of programs
- Oversee programs and carry out day-to-day administration where necessary

### Qualifications & Experience:

- Strong background and extensive practical experience in permaculture or related field
- Experience working with regenerative agriculture
- Experience working with whole systems design
- Knowledge and experience of growing food in Costa Rica are ideal but not required
- Relevant educational background
- Management experience required
- Experience in similar position preferred
- Experience managing volunteers preferred
- Operations experience preferred

### Skills & Attitude:

- Strong Leadership skills
- Strong communication skills (English and Spanish)
- Ability to take responsibility for projects
- Strong implementation skills
- A strong, self-motivated work ethic
- Ability to work independently as well as part of a collaborative team
- Good manager
- A strong connection to nature
- Flexible and adaptable personality
- Ability to create systems and improve procedures
- High levels of responsibility, energy, and enthusiasm
- Self-awareness and the ability to listen to others
- Willingness to learn new things
- High level of proficiency in English
- Working level of proficiency in Spanish
- Drivers license and driving experience

**Remuneration:** Based on skills, qualifications, and experience

### To apply:

Please send the following to [margaret@tierramor.co](mailto:margaret@tierramor.co)

- Your Resume (**max 3 pages**)
- A **one-page** covering letter
- Please **do not** send any additional documents at this stage

Please ensure your documents are in **PDF format** and contain **your name in the file name** (eg: Resume\_JaneDoe) In the subject line of your email please write: **"Application: PSI Program Manager 2021 [your name]"**

**Deadline: 30 October 2021.** Applications will be reviewed on a rolling basis up until the deadline. If you are interested in this position, we encourage you to apply as early as possible as we will be conducting interviews on a rolling basis, and may hire before the deadline.

If you have questions, please ask them via email.

**Only shortlisted applicants will be contacted.** If you do not hear back from us **by 10 November 2021**, please assume that your application has been unsuccessful.