

Job Title: Program Manager, AgTech

Location: Fargo, ND

Reports to: CTO

At NDeavor, we are building the operational backbone that helps promising agricultural innovation move from concept to real-world deployment. As Program Manager, AgTech, you will help run the Project Management Office supporting the NSF AgTech Engine's startup program and translation activities.

This role will lead the systems and rhythms that keep startup-facing projects moving: workplans, milestones, reporting, partner coordination, and field-validation readiness. This is a strong fit for a builder-operator who can create structure in ambiguous environments and keep complex, multi-partner work moving with consistency, visibility, and accountability.

Program Operations & Portfolio Management

- Oversee day-to-day execution of the NSF AgTech Engine startup translation portfolio under NDeavor's PMO framework.
- Build and maintain workplans, milestone structures, dashboards, and operating rhythms that keep projects moving.
- Run regular portfolio reviews with startup teams, university collaborators, and partners to track progress, surface risks, and maintain alignment.
- Drive consistent project governance, documentation, and follow-through across the portfolio.

Startup Translation & Field Coordination

- Help startups translate technical and commercialization goals into practical plans with clear milestones and deliverables.
- Coordinate pilot, demonstration, and field-validation activities with growers, test sites, and ecosystem partners.
- Support startup teams as they prepare for field deployments, partner engagement, and milestone reviews.
- Keep startup progress visible through KPI tracking, status updates, and action management.

Pipeline Intake & Venture Readiness

- Coordinate intake and triage for startup-facing projects entering the PMO portfolio.
- Support milestone-based venture readiness processes by helping teams organize plans, materials, and next-step decisions.
- Coordinate reviewer logistics and readiness activities for funding and advancement opportunities.
- Maintain accurate pipeline records and tracking to support portfolio visibility and decision-making.

Planning, Analytics & Reporting

- Maintain dashboards and reporting tools for milestones, schedules, KPIs, and portfolio performance.
- Synthesize project activity into quarterly reports, stakeholder updates, and sponsor-ready materials.
- Track program data and portfolio trends to support decision-making and continuous improvement.

Compliance & Risk

- Maintain organized, audit-ready project files, milestone documentation, and shared records.
- Help ensure projects stay aligned to approved scope, schedule, reporting requirements, and partner commitments.
- Identify risks early and support practical corrective actions across the portfolio.

Stakeholder Reporting

- Serve as a central point of coordination across startups, researchers, growers, partners, and Engine leadership.
- Prepare concise materials and updates for portfolio reviews, steering discussions, and external stakeholders.

What You Bring

- 5-10 years in program, product or project management roles involving innovation programs, startups, commercialization, applied research translation, or other complex multi-stakeholder initiatives.
- Proven ability to lead day-to-day execution across multiple projects with strong command of workplans, milestones, reporting, and follow-through.
- Experience coordinating across external partners, technical teams, and senior stakeholders in dynamic environments.
- Strong ability to bring structure to ambiguous work and keep teams aligned around priorities, timelines, and deliverables.
- Comfort with dashboards, spreadsheets, workflow tools, CRM-style systems, and operational reporting.
- Preferred: experience with federally funded programs, startup support, pilots or field trials, and AgTech or related sectors.

Key Competencies and Attributes

- Builder + Operator: Creates structure where it does not yet exist and keeps it running once it is in place.
- Portfolio manager: Can move across multiple projects, stakeholders, and timelines without losing detail or momentum.
- Clear translator: Turns technical progress, field activity, and startup needs into practical plans, metrics, and updates.
- Collaborative leader: Builds trust across startups, researchers, growers, and ecosystem partners.

This role is an opportunity to help shape how the NSF AgTech Engine helps startups move from concept to commercialization. To apply, submit your cover letter and resume to careers@ndeavor.org.